

**TOWNSHEND SCHOOL BOARD MINUTES
@ TOWNSHEND ELEMENTARY SCHOOL
7:00 PM
6-9-14 APPROVED MINUTES**

Present: Tricia Shine, Al Claussen, Cliff Passino, Members of the Board, Steven John, Superintendent, Deborah Leggott, Principal, Judy Hawkins, Recorder

Absent: April Chase

Additions and Deletions-Addition under New Business: Need to elect a school board clerk. Deletion: 7b will be deleted from the agenda as it was taken care of at a special meeting.

Members of the Public: None

Consent Calendar

- a. Principal's Report
- b. Minutes for May 12, 2014

The minutes for May 12, 2014 were removed from the consent calendar.

Correction: Al Claussen was elected as chair of the Townshend School Board.

Tricia made a motion to accept the minutes from May 12, 2014 as corrected. Motion carried.

Al made a motion to accept the consent calendar with the Principal's Report. Motion carried.

Treasurer and financial reports: Steven presented the revenue statement to the board. He went over the statement with some specifics. A lengthy discussion ensued. Al asked Steven to follow up on the following questions: 1) What is the threshold for student spending for FY 2014? If we go over what is the penalty? 2) Pursuing options for reserve for upcoming budgets. Steven said the Town of Townshend will need to establish a reserve. The public has to establish the fund and then you have the opportunity to put money into it.

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Bills and Purchase Orders: Al made a motion to pay the bills and purchase orders as follows: Payroll PO#74 \$19,817.68, Payroll PO#75 \$12,090.77, Payroll PO#76 \$9,718.61, Payroll PO# 77 \$19,891.13, Payroll PO# 78 \$8,286.47 and Vendor Warrant PO #79 \$10,188.24. No discussion. Motion carried to approve bills and purchase orders as read.

Reports of Administration and Committees:

- a. Technology-Deborah reported on the Technology Committee Meeting on May 22, 2014. No new projector purchases needed because of reduction of teachers. There are 46 working laptops for grades 3-6. This provides 1:1 computers. Twenty-two Chrome books will be purchased @\$200.00 each for grades 1-2. Need to hardwire the two security cameras for two reliable service \$600.00. Video camera & DVD burner requested for documentation of events and supervision/evaluation of staff.
- b. RED-The RED Study Committee abandons vote.
- c. Action Plan-Deborah presented the Action Plan to the board to approve. . Tricia made a motion to approve the Action Plan for 2014-2016. Motion carried.

Unfinished Business and General Orders:

- a. Discuss collaboration with Jamaica: Stephanie Amyot and Al have been having some discussions on some possible dates to meet regarding collaboration. The board agreed on June 26th @ 7:00 p.m. at TES. Al will talk with Stephanie to see if this date works for her. Al and Stephanie also talked about Wardsboro's possible interest in collaboration.
- b. Special ratifying warning-delete from the agenda
- c. Summer maintenance schedule-see Principal's report
- d. Graduation and Retirement –Graduation for 6th grade on June 17th. April Chase will give a few words at graduation and Al will be presenting the diplomas. On June 16th there will be an open house from 3-5 p.m at TES for Judy Gould and Barbara Bedortha who will be retiring.

New Business:

- a. TES Board update-Al nominated Tricia Shine as clerk of TES clerk. Motion carried unanimously. Deborah will put out a newsletter (Thursday Notes) for a letter of interest on the TES Board. Al will write something for the newsletter. .
- b. Policy Status-Al condensed the policies for just Townshend School. Steven will send a couple of policies for each meeting.

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c.Motion to approve a tax anticipation note of \$400,000.00. Steven presented to the board a Tax Anticipation note of \$400,000.00 to be approved. Al made a motion to approve the tax anticipation note of \$400,000.00. Motion carried.

Correspondence: Grace Cottage Water Flow Report-everything appears to be normal on the water flow report for April and May.

The board also received the 2014 annual inspection of the waste water system. Required Action: Cap the 4 inch opening to the School's septic tank to prevent additional flow from snow/rain and unintentional entry of foreign objects (ex tennis balls).

Upcoming Meetings:

- a. WCSU Board Retreat Meeting on, September 24, 2014, location TBD at 5 pm

Executive Session: To discuss personnel contract.

Results of executive session not yet available at the time of these minutes.

Respectfully submitted,

Judy Hawkins
Recorder