

**TOWNSHEND SCHOOL BOARD MINUTES**  
**@TOWNSHEND ELEMENTARY SCHOOL**  
**7:00 PM**  
**7-14-14 Approved Minutes**

**Present:** Cliff Passino, Al Claussen, Tricia Shine, April Chase, Members of the Board, Deborah Leggott, Principal, Steven John, Superintendent, Victor DeBonis, CFO @ WCSU, Judy Hawkins, Recorder

**Call to Order:** Al called the meeting to order at 7:08 p.m.

**Additions and Deletions:** Deletions to agenda-under #6 RED does not exist anymore. Al added under New Business- budget consideration for FY 15.

**Members of the Public:** None

**Consent Calendar**

- a. Principal's Report
- b. Superintendent's Report
- c. Minutes for June 9, 2014

Consent Calendar approved with unanimous consent.

**Treasurer and Financial Reports:** Victor (Bud) distributed the Balance Sheet as of 6-30-14. Steven mentioned that the balance sheet says preliminary because it has to be preliminary until audited. Revenue is a little more than anticipated. Bud went over each page with the board. The budget was overspent by \$101,000 and the biggest part is Special Education. Some money will need to be put in the FY 16 to start chipping away at the fund balance. The board did discuss previously to set up a reserve. It has to be set up for a certain issue. The question came up as to how we can set up a reserve fund and how it affects per pupil costs. Bud was asked by the board to look into this and report back to them. Deborah asked Bud if he knew if E- rate has been received for FY15. April felt it comes in July or August and the money comes in September. This would be additional revenue. Congress is talking about making changes to E-rate such as what you can use it for.

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**Bills and Purchase Orders:** Al made a motion to pay the bills and purchase orders as follows: Payroll PO#2 \$11,111.25, Payroll PO #3 \$8,131.23, Payroll PO #4 \$3,308.63, Payroll PO #5 \$1,354.73, Vendor Warrant PO #6 \$2,219.32, and Vendor Warrant PO #7 \$19,448.61. No discussion. Motion carried to pay bills and purchase orders as read.

**Reports of Administration and Committees:**

- a. Technology-None

**Unfinished Business and General Orders:**

- a. Discuss collaboration with Jamaica-meeting held 6/26/14 at TES. Jamaica will meet tomorrow 7/15. Jamaica met on 6/26 and voted to direct the administration to look into building a new school and collaboration based on survey results. Townshend did not have a quorum at that meeting. There are still some board members that have not been surveyed. The Red Committee Study had originally put this survey together. Al Clause made the motion to direct the administration to gather projected costs to build a new school for both towns following the parameter included in the Jamaica School Board Minutes. Cliff seconded the motion. Motion carried. This motion would have been approved at the Joint Meeting with Jamaica and Townshend if there had been a quorum. We are now waiting for the administration to come back with information at a Joint Board Meeting on September 9<sup>th</sup> at 7:00 pm. There will be no meeting for the Townshend School Board on September 8<sup>th</sup>. The TSB will meet on September 9<sup>th</sup> in Jamaica before the Joint Meeting.

**New Business**

- a. Staffing for current fiscal year and budget consideration for FY 15. Board is declining to discuss further details about identity etc.

**Correspondence:** Al received correspondence from Grace Cottage Water Flow Report. The board reviewed the water use report and gave it to Deborah to file.

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**Upcoming Meetings:** WCSU Board Summer Retreat on Wednesday, September 24, 2014 at 5pm, location TBD

**Executive Session:** None needed

The Townshend School Board will not meet in August 2014.

**Adjourn:** Al made a motion to adjourn at 8:24 p.m. Motion carried.

Respectfully submitted,

Judy Hawkins  
Recorder