

TOWNSHEND SCHOOL BOARD MINUTES
@TOWNSHEND ELEMENTARY SCHOOL
7:00 pm
1-12-15-DRAFT

Present: April Chase, Al Claussen, Beth Cutts, Members of the Board, Steven John, Superintendent, Deborah Leggott, Principal, Victor DeBonis, WCSU CFO, Judy Hawkins, Recorder

Absent: Tricia Shine and Cliff Passino

Call to Order: Al called the meeting to order at 7:08 pm

Additions and Deletions: Add under Executive Session: Steven will discuss negotiations.

Members of the Public: None

Consent Calendar:

- a. Principal's report and CIP (Continuous Improvement Plan)
- b. Superintendent's Report:
- c. Minutes for December 8, 2014

Superintendent's Report and Minutes for December 8, 2014 were removed from the consent calendar.

Superintendent's Report: No report. He did do a report for the Townshend Town Report.

Minutes for December 8, 2014-Al had some questions for Victor about the EEE information that was asked for at last month's board meeting. Steven said we do have EEE data that was requested, which is in the budget; \$19,984.00 is the actual number for FY 2016. Al asked about the Power Point Presentation and Vincent is working on this for Town Meeting and Al wanted to know if he had a template for all schools and Victor said their will be a different format for each school in WCSU. Al had asked for a list of assumptions and this was reported to be a work in progress, Al would like this in the form of a chart. Al would like to see a timeline for when special education came into play. Bud requested FY2014-15-16 were provided. It was actual in FY 14 and adopted in FY 15 and proposed for FY 16. It was mentioned in the minutes that Victor would present information to the board at the January 2015 meeting as to where they would be in January 2015 and should have said June 2015. April made a motion to approve the minutes as corrected for December 8, 2014. Motion carried.

TOWNSHEND SCHOOL BOARD MINUTES
@TOWNSHEND ELEMENTARY SCHOOL
7:00 pm
1-12-15-DRAFT

Steven reported that we received some money from VSBIT (Vermont School Board Insurance Trust). This was a disbursement of unused funds from the Workers Comp Program that was insured thru the Vermont School Board. The check that was received was for \$455.00, it will go into the general fund.

Steven announced that he will be retiring as Superintendent in June of 2016.

Treasurer and financial reports: Victor presented the Revenue Statement for December 2014 to the board, which he reported that 55% of revenues were used, which is right on target. .

Victor presented the estimates of the budget-When you compare adopted budget to proposed that is where you see your 5%. The budget is flat. He presented the expected budget as of 6/30/15 to compare with the FY16 proposed budget. A lengthy discussion ensued.

April made a motion to accept the proposed budget for FY16 expenditures of \$1,487.233. Motion carried.

Bills and Purchase Orders: Al made a motion to approve the bills and purchase orders as follows: Vendor Warrant PO #42 \$28,412.99, Payroll PO #43 \$19,874.77, Payroll PO #44 \$11,767.76, Payroll PO # 45 \$17,460.01. Payroll PO #46 \$7,748.40 Vendor Warrant #47 \$142,977.17. No discussion. Motion carried to pay bills and purchase orders as read.

Reports of Administration and Committees-None

Unfinished Business and General Orders

- a. Draft budget discussion to include:
 - i. Special Education-detailed history/projection (Deborah)
 - ii. Reserve establishment in budget-two year plan to reduce budgetary overspend
 - iii. Line item shift YOY

**TOWNSHEND SCHOOL BOARD MINUTES
@TOWNSHEND ELEMENTARY SCHOOL**

**7:00 pm
1-12-15-DRAFT**

The board decided to take up budget under financial reports.

New Business:

- a. Town Report Preparation-Letters for the Town Report, WCSU Budget, and Victor will get the balance sheet, preliminary budget and the staff at TES and their salaries.
- b. Town Warning Preparation- April made a motion to approve the Town Warning as edited from last year's warning. April made a motion to accept the changes to the warning as needed and instruct the chair to move forward with publication. Motion carried.
- c. Town Meeting Preparation-Letters for the Town Report, Budget, Power Point presentation, etc.
- d. School Tuition Rate-The FY15 School Tuition Rate for TES is \$13,000. April made a motion to approve the School Tuition Rate for FY16 at \$13,500. Motion carried.

Correspondence: Al presented the water flow report from Grace Cottage for the month of November 2014. No issues were reported. He gave the report to Deborah to file.

Upcoming Meetings:

- a. TES School Board Meeting, February 9, 2015
- b. Town Meeting Day, March 3, 2015
- c. WCSU Board of Directors Reorganization Meeting and Agency Fund Budget Vote, March 25, 2015 @ Leland and Gray

Executive Session:

Superintendent's Evaluation and Bargaining Agreement

April made a motion to enter executive session at 9:45 pm to discuss bargaining agreement.

No resolution.

Beth made a motion to exit executive session at 9:49 pm.

**TOWNSHEND SCHOOL BOARD MINUTES
@TOWNSHEND ELEMENTARY SCHOOL
7:00 pm
1-12-15-DRAFT**

April made a motion to enter executive session at 9:49 pm to discuss the superintendent's evaluation.

Beth made a motion to exit executive session at 10:10 pm.

The board instructed the chair, Al to submit the Superintendent's Evaluation to Emily Long

Adjourn:

Beth made a motion to adjourn at 10:10 pm. Motion carried.

Respectfully submitted,

Judy Hawkins
Recorder