

**TOWNSHEND SCHOOL BOARD MINUTES  
@ TOWNSHEND ELEMENTARY SCHOOL  
7:00 pm  
4-13-15-DRAFT**

**Present:** Deidre Beattie, Brud Sanderson, Al Claussen, Members of the Board, Deborah Leggott, Principal, Steven John, Superintendent, Vincent DeBonis, CFO, William Anton, Future Superintendent, Judy Hawkins, Recorder

**Absent:** Cliff Passino & April Chase

**Call to Order:** Al called the meeting to order at 7:02 pm

**Additions and Deletions:** Steven asked to add under Executive Session: Personnel Contract and Negotiated Agreement.

**Members of the Public:** William Anton, future Superintendent was introduced to the board by Steven.

**Consent Calendar:**

- a. Principal's Report: Deborah had 2 items to add to the report. 1) Update on prepping for the SBAC in Grades 3-4-5-6. She explained to the board that the teachers have done interim test which is different than practice test, it can be scored. Most challenging is the complexity of the test questions, it is multi-step, and it is pretty rigorous. Prep for language arts test they are doing close reading, reading a text closely, you can read by sentence, one class did a paragraph and then waited two days and went back to see what they remembered, it was amazing what they remembered. Deborah thinks that this is the first test that really test thinking, it is about critical thinking. Technology seems to be okay. 2) Deborah did a 2015 survey. She presented this to the board 36 surveys were returned out of 60 families. She said it was found that the two areas that need attention are the school website and state assessments are not being embraced. A lot of parents think it is too much testing. 3) Deborah received the engineers report, Jeff Russ and water tester person will do the testing together. Deborah received the report from Dufresne Group Consulting Engineers, for a fixed fee of \$4,000 they will do the standby chlorination system, they will update the O&M Manual (Operation and Maintenance Manual) to include operation and maintenance information

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regarding the new standby chlorination system. All information related to the UV disinfection system will be removed from the O&M Manuel. They will only update the sections that relate to the disinfection system. They are going to try to accomplish this starting in July 2015. Al made a motion to start this project ASAP. The payment of services will be distributed out of the FY16 budget to start the back up chlorination system. Motion carried.

**b. Superintendent's Report:** Steven gave a verbal superintendent's report. News is quite favorable re: SBAC testing, the principals have a can do attitude. He commended the teachers and principals. There are some multiple choice questions and there is some extended reading and open writing. There are quite a number of open ended questions. For students on an IEP, accommodations are made i.e. if a child needs to have the questions read out loud to them; they are front loaded for the student. There are some auditory response questions for everyone. Steven encouraged the board to check their VSB e-mails. Steven spoke to the issue regarding an employee being a board member and also an employee. Steven contacted legal counsel and said everyone can proceed with a clear conscience. Steven talked about what are the elements of a mentoring program for new teachers across the nation, there is no convincing research across the nation but the feeling is that the leadership of the building and the collaboration amongst more experienced teachers is what has allowed new teachers to succeed.

**Take Off Consent Calendar:** Minutes for March 9, 2015- Brud asked to have a correction of the minutes of March 9, 2015 to read as follows: Brud asked Deborah to ask Nancy to take a sample of the water. Correction made as requested.

Consent calendar was approved with unanimous consent with the above correction.

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**Treasurer and financial reports:** Bud presented the Revenue Statement for March 31, 2015. All salaries and benefits will be encumbered. He explained that the revenues as of 3/31/15 are at 73.48 of revenues of budget. There will be a 4<sup>th</sup> column that will say encumbered. Building maintenance and building repairs are \$9,700 over. The audits have all been completed, Bud said that Townshend had predicted \$215,099 for fund balance and the audited fund balance was \$219,538.

**Bills and Purchase Orders:** Al made a motion to approve the bills and purchase orders as follows: Payroll PO#58 \$18,130.00, Payroll PO #59 \$7,976.96, Payroll PO #60 \$18,890.21, Payroll PO #61 \$11,715.99, Payroll PO #62 \$19,262.08, Payroll PO #63 \$8,329.27, and Vendor Warrant PO#64 \$150,479.38. No discussion. Motion carried to pay bills and purchase orders as read.

**Reports of Administration and Committees:**  
None

**Unfinished Business and General Orders:**

a. Bottled water back-up –won't be need  
Standby chlorination system, estimate of cost/timing (See under Principal's Report)  
Additional testing per Brud and board recommendations (See under Principal's Report)

b. Town Meeting follow-up:

A question came up during Town Meeting as to what percentage of student's educational cost is paid for by the State- Steven to ask Bud- Bud reported on this not including SPED 21.6% is what is being paid for by the state, \$253,476 coming from the state.

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c. Forming of report will also be addressed, adding variance column, etc. Bud said he would like to have a standard report acceptable to everyone. Al feels this needs to be talked about. Steven thinks there should be a point person for each town and then consult with Bud and then they could come up with a proposal.

**New Business:**

a. Jamaica elected two members to our Townshend-Jamaica collaboration Committee- Tom Tolbert and Heather Hallenbeck. Al thinks it is great we can have this collaboration opportunity and if the need arises we will meet. He thinks so much is going on at the state level it would be difficult to go on until we see what is happening.

**Correspondence:** No water flow report. Deborah reported that she found out why there are so many spikes in water usage. The meter is not read everyday so they might go for 3 or 4 days and then put it all on one day.

**Upcoming Meetings:**

- a. TES School Board Meeting, May 11, 2015
- b. WCSU Board Meeting, May 27, 2015 at Leland and Gray @ 7 pm
- c. VSBA Training Session for Superintendents and Board Chairs, May 20, 2015 at Lake Mowrey, 12-8

**Executive Session:**

At 8:45 PM Al, Deidre, Brud, Steven & Bud entered into Executive Session to review a Negotiated Agreement.

At 8:55 pm Al, Deidre, Brud, Steven & Bud left Executive Session.

Brud made a motion to “Ratify the Memorandum of Agreement for Teachers to extend the present Master Agreement to June 30, 2016, and direct the Chair to sign the Agreement on behalf of the Townshend Elementary School Board.” Deidre seconded. Two for, zero against and one (Al) recused himself from voting. Motion passed.

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8:58 pm Al, Deidre, Brud, Steven & Bud entered Executive Session to discuss a personnel contract.

At 9:15 pm the School Board left Executive Session.

Brud made a motion to “Direct the Superintendent to prepare a contract for the Principal as recommended, with a wage increase, for FY16.” Deidre seconded. Three for and zero against. Motion passed.

Adjourn: Al made a motion to adjourn at 9:17 pm. Motion carried.

Respectfully submitted,

Judy Hawkins  
Recorder