

TOWNSHEND SCHOOL BOARD MINUTES

@TOWNSHEND ELEMENTARY SCHOOL

6:30 P.M.

10-9-17-DRAFT

Present: Shawn O'Deu, Kristina Wright, Al Claussen, Eric Scott, Members of the Board, Bill Anton, WCSU Superintendent, Craig Roach, Principal, Judy Hawkins, Recorder

Absent: Cliff Passino

Call to Order: Al called the meeting to order at 6:37 pm

Additions and Deletions: New Business: Craig asked to add under New Business: JISP, Al added under New Business: Wellness Policy

Members of the Public: Michael Foley

Mike Foley attended the meeting to discuss some issues he felt needed to be addressed. Michael presented documents to the board for their review.

This was not a topic that was on the agenda and was not brought up by Craig or the board. Craig told the board that it is correct that the para is not considered to be part of the professional staff and the parents can't communicate with the para., this is a rule coming from the State of Vt. not from the school.

Welcome Wednesday Craig said Welcome Wednesday was changed because the majority of staff said it was not a positive thing going on inside the school and asked Craig to change it, which he did. Rather than have Welcome Wednesday there will be other things put in place to involve students, staff, and the community. He will have technology nights, art nights, and more community involvement. They also have the 4th Friday of each month in place. There was concern from some members of the community that the 7:30-8 (allowing parents to come into the school) had changed. Bill interjected and said when the handbook came out 7:30-8 was left the same and the 4th Friday of each month was changed. Title 1 Parental Policy is a policy and will be discussed tonight. Bill told the board and members of the public that this policy has to be developed now it isn't Craig's fault because he wasn't here when this policy was put in place.

Consent Calendar:

- a. Principal's Report
- b. Superintendent's Cabinet Report
- c. Minutes for September 11, 2017

Principal's Report: Testing is on scale. The teachers have been working hard to fit the testing into their schedules. There have been a couple of field trips: 3-4 Brattleboro Museum of Art, and Pre-K went to Green Mtn. Orchard. Building Maintenance-last Monday our water test for the month failed, trace of Chloroform, the chlorination system was turned on and everything is okay for now. The water will be

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tested again next month. Water damage from kitchen to Megan's Room. It has been fixed and replaced. Information Events: Next week fire prevention month week with fire truck and firemen and fire safety tips, Open house was 90% attendance, which was wonderful. Parent conferences 2 weeks from now. The Leland and Gray band will come over to do some performances with TES. Circus Dates April 2nd to 6th. 1st and 2nd intern, Sarah Attig she will be here for a year. October 24th Craig went to Killington with Bill. He will go visit other schools, etc. There will be an Independent Standards Review and 20 different people from 8 different schools will be coming. Bill and Craig had to present 29 artifacts that they will be looking at. Enrollment is staying at 80. Considerations: Budget season, do we want 3 and 4 years old to bring us some money it is a, nice revenue source, there would need to be some adaptation, i.e. staff, etc. The librarian will be retiring this year.

Superintendent's Report: Bill reported there is an 80-million-dollar deficit in the education fund. If your budget is flat it will be up 8 cents. October 24th is going to be a big day. Vermont decided to not have just one set of test scores, they looked at models across the world, they created this model, which is having your peers come and look at what you are doing, talk with people, staff, students, this will happen every 3 years, every year you will get the hard data. There need to be tight security with every building in WCSU. A formal report will be in 30 days to try to get an idea of the global issues, they might not be specific to TES but these are things he found throughout the WCSU. Community luncheon to regather the safety professionals in the area on Thursday. Sheriff, State Police, Road Commissioner, etc. have been invited, Grace Cottage also. June 2018 is when Act 46 you will be told what you have to do if you haven't already got a plan. October 23rd and 30th West River Group will go thru a training with the Vermont School Boards, this will be for 6 hours.

Minutes for September 11, 2017: Kristina made a motion to approve minutes for September 11, 2017. No discussion. Motion carried.

The consent calendar was approved without objection.

Bills and Purchase Orders: Eric made a motion to pay the bills and purchase orders as follows: Pay Order #29 \$13,135.48, Pay Order # 30 \$9,658.33, Pay Order #31 \$13,047.90, Pay Order #32 \$6824.95, Vendor Warrant PO #33 \$135,386.63. No discussion. Kristina made a motion to pay the bills and purchase orders as read. Motion carried.

Treasurer and financial reports: Estimated \$30,000 negative fund balance. Everywhere else we were fine. Al went over the Expense Report with the board. Next board meeting will have a rough budget for the board to review. Laurie and Craig are meeting next week. Al requested CLA, number of students, etc. knowing that none of this is fixed. Bill will ask Laurie to have this for the next meeting.

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Reports of Administration and Committees: None

Unfinished Business:

a FY 17 YE review: See under treasurer and financial reports and this will be ongoing.

New Business:

- a. Solar Power Agreement: The board signed the consent to assignment.
- b. Safety Report Conclusion: Safety Report Conclusion: What things are working, what are not, Report done by Rob Evans.

Exterior doors, keep the envelope locked, lock on exit sign door. There will be no access to any children the doors will be all locked.

Crisis commands-all in place meeting next week.

Key control-need to get a handle on where the keys are at and a system for sign out for keys. Eric made a motion to change the locks and get the keys made for exterior doors. Re-key all exterior doors for all staff members plus 15 extra keys. Shawn seconded. Motion carried.

Kristina asked about the plan in an emergency situation to evacuate to the Catholic Church. Kristina said there is no key or phone at the Catholic Church. Craig is looking into this and changing where they evacuate to.

Evacuation policy: Heidi is fully aware of people signing in and coming into and going out of the building. There will be a badge for visitors to wear while they are in the building. This lets everyone know they are safe and they have been signed in.

- c. Review of Drop Off Procedure:
- d. Policy E1 and Code G12: G12 has not been looked at since 2013. G12 is Title 1 Parental Policy. The board will review the policy and it will be warned for the next meeting. Kristina placed the G12 policy on the bulletin board at the school.
E-1 This policy is regarding bullying. This is the model policy and it comes with some procedures. The board will make sure the policy is followed. The board asked Craig to come prepared next month to advise the board of his plan. This policy will be warned next month.

Kristina made a motion to warn E1 and G12 and posted both policies on the bulletin board at the school. Motion carried.

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New Business

JISP: Winter Sports Craig had a meeting with Kristina to find out what we are offering for Winter Sports. He also talked to the teachers. Kristina reported that some of the kids don't participate in anything because they don't have drivers for that specific sport. The younger kids are participating. The forms have been sent out and a link is available to sign up. Every school has its own link. You have October 31st to sign up. Craig wanted to know what is the expectation for the para as far as winter sports, Bill said if the para is a special education para then the supervisor is the case manager in the building, and if not a special education para they have to ask Craig. Kristina said if a teacher doesn't want to instruct then they can do her job on the mountain and she will instruct. If special ed paras are going there is school representative there. Teachers will have to go but they don't have to instruct. It will be 8 weeks (JISP). Scholarships are available from Stratton. All students need to participate if they are eligible.

Wellness Policy: School Health Advisory Committee coming up on October 26th. TES has been in the forefront for at least 12 years. C9 Nutrition and Wellness Policy adopted in June of this year. This policy should be warned. Kristina made a motion to warn the Nutrition and Wellness policy. Motion carried.

Correspondence: None

Upcoming Meetings:

- a. TES Board Meeting, November 13, 2017 6:30 pm
- b. WRMUUED Meeting October 16, 2017 7 pm
- c. School Health Advisory Council Meeting @ L&G, October 26, 2017, 3:45-5:15

Executive Session: Personnel Matters Eric made a motion to enter executive session at 8:50 pm. Motion carried.

The Townshend School Board, Bill Anton and Craig Roach went into executive session at 8:50PM.

Shawn made a motion to leave executive session at 9:05 p.m.

The Townshend School Board, Bill Anton and Craig Roach left executive session at 9:05 p.m.

Personnel Matters were discussed.

Eric made a motion to enter executive session at 9:05 pm Motion carried.

The Townshend School Board, Bill Anton and Craig Roach entered executive session at 9:05 pm.

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Kristina made a motion to leave executive session. Motion carried.

The board, Bill Anton and Craig left executive session at 9:15 p.m.

Discussed: Leave of absence and substitute employment.

Adjourn: Kristina made a motion to adjourn at 9:15 pm. Motion carried.

Respectfully submitted,

Judy Hawkins
Recorder