

TOWNSHEND SCHOOL BOARD MINUTES
@TOWNSHEND ELEMENTARY SCHOOL
6:30 pm
12-11-17-DRAFT

Present: Eric Scott, Kristina Wright, Shaun O’Deau, Al Claussen, Cliff Passino, Members of the Board, Laurie Garland, Business Manager WCSU, Judy Hawkins, Recorder

Absent: Bill Anton, sick

Call to Order: Al called the meeting to order at 6:40 pm

Additions and Deletions: Craig New Business: Follow Up on Key Procedure, Attendance policy and Delete the Pre-k Payment plan/procedure from this month’s agenda.

Members of the Public: Mike Foley

Consent Calendar:

- a. Principal’s Report:
- b. Superintendent’s Cabinet Report
- c. Minutes for November 13, 2017

Principals Report: Craig was complimented by Al for preparing a very thorough principal’s report.

Superintendent’s Cabinet Report: Nothing to add.

Kristina made the motion to approve the amended consent calendar. Motion carried.

Minutes for November 13 were removed from the consent calendar. They were amended to say that there was a meeting of the WRMUUED for training for the board members and Mike Foley attended this meeting as a member of the public. Mike also wanted to amend the sentence pertaining to the required policy that had been vetted by the Vermont School Board Association. He asked to amend it to say Bill was going to have a conversation with the DOE and bring the recommendations back to the board.

Craig asked to amend the October 9, 2017 minutes to read: Craig wanted to clarify the following issue that was stated in the October 9th minutes. It was stated in the minutes regarding paraprofessionals it wasn’t a policy coming from the school it was a rule from the DOE. The board and Craig had been talking about communication between support staff and family members, it is not a Vermont Law what he was referring to was a Confidentiality Clause and based on best practices. The Confidentiality Clause would be part of their contract as with any other employee.

Treasurer and financial reports: Discussed budget.

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Bills and Purchase Orders: Kristina made a motion to pay the bills and purchase orders as follows: Pay Order PO #39 \$13,625.37, Pay Order PO #40 \$10,168.83, Pay Order PO #41 \$12,801.02, Pay Order PO #42 \$7,159.91, and Vendor Warrant PO#43 \$27,805.59. No discussion. Motion carried.

Reports of Administration and Committees: None

Unfinished Business and General Orders:

- a. Adoption of warned policies: E1 Title 1 Parental Involvement Compacts and D4 Title 1 Comparability: Letter to Mike Foley from Mary Mulley, Director of Consolidated Federal Programs. She is at the agency of education. Bill consulted with AOE Title 1 Office, VSB and WCSU attorney recommend: I have consulted with the VSBA attorney, and the AOE Title One office, on the E1 Policy. The VSBA attorney and our WCSU attorney recommend that we adopt E1 as recommended by the VSBA and do the following: Follow the Principal's plan to both implement the policy and gather data on the implementation. Follow the AOE suggestion to make the policy inclusive of parental feedback and inclusion. Use the experience of implementing the policy and the parent feedback to decide in the FALL of 2018, when the new revised VSBA E1 comes out, to adjust that policy to meet Townshend's needs. Bill made the recommendation to the Board to follow the advice of our attorney and the VSBA attorney, adopt E1 implement E1 and collect data, review the new policy in the Fall of 2018.

Craig reported on Parental Involvement: One of the things that was done was a homeschool compact and was reviewed with parents at the parent/teacher conference. Craig solicited input regarding what we are responsible for and what parents are responsible for. Parents are going to be invited in to play Smarter than a 5th grader. Mike asked if this meets the requirement of parental involvement re: meaningful input, etc. Craig said he feels this will take care of this requirement by involving parents.

Cliff suggested that Al reach out to the AOE attorney, Claire O'Shaunnasey, and have a conversation with her and bring the findings back to the board. Laurie Garland will be checking into the policy and how it might be tied to Title 1. She will bring her findings back to the board.

Table E1 policy until January. Kristine made a motion to adopt the D4 Title 1 Comparability policy. Motion carried.

- b. Budget for FY 2019: Craig presented a narrative of the budget for the boards review. The board reviewed the narratives and a lengthy discussion ensued. Craig presented two different scenarios of the budget. The Equalized Pupil information should be available on Friday. Laurie will email the board with the information on the budget.

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New Business: a. Craig follow-ups: key procedure, pre-K payment plan/ procedure, audit of current policies. Craig said the key procedure is working well. Attendance policy: The L&G policy regarding attendance will be used and geared toward elementary students. Craig and Bill are working on the audit for the current policies.

b. Town Meeting reporting needs-Chair, Principal, and Superintendent letters; Warning; Comparative Data for Cost-Effectiveness; FY 18 Budget, Act 130 Equalized Homestead Tax Rate Calculation and; Three Prior Years Comparisons. Laurie will email Anita Bean to see what is needed for Town Meeting report.

Correspondence: None

Upcoming Meetings:

- a. TES Board Meeting, January 8, 2018 6:30 pm (School Boards evaluate Superintendent)
- b. WRMUUED Meeting, December 18, 2017 7 pm @ L&G
- c.

Executive Session: Eric made a motion to enter Executive Session at 9:00 pm. Motion carried.

Discuss an employee matter. Kristina made a motion to leave Executive Session at 9:04 pm. Motion carried.

No resolution.

Eric made a motion to enter Executive Session at 9:05 pm.to discuss a personnel matter. Motion carried.

Kristina made a motion to leave Executive Session at 9:08 pm. Motion carried.

Resolution: The board accepted the principal's recommendation on how to proceed with this matter.

Adjourn: Eric made a motion to adjourn the meeting at 9:10 pm. Motion carried.

Respectfully submitted,

Judy Hawkins
Recorder

DRAFT