

**TOWNSHEND SCHOOL BOARD MINUTES**  
**@TOWNSHEND ELEMENTARY SCHOOL**  
**1-8-18**  
**6:30 PM-draft**

**Present:** Eric Scott, Sean O’Deau, Al Claussen, Cliff Passino, Kristina Wright, Members of the Board, Laurie Garland, Business Manager WCSU, Heidi Russ, Administrative Assistant, Judy Hawkins, Recorder

**Call to Order:** Al called the meeting to order at 6:36 pm.

**Additions and Deletions:** None

**Members of the Public:** Mike Foley and Kris Jerz

**Consent Calendar:**

- a. Principal’s Report:
- b. Superintendents Cabinet Report
- c. Minutes for December 11, 2017

Principal’s Report: No discussion.

Superintendent’s Cabinet Report: DMG (District Management Report) got released and is linked on the WCSU website. Bill reported that Vermont spends more on Special Education than any other state in the entire country. Vermont has a challenge in restricting the school day because of the smallness of the schools. We need to make sure our teachers can restructure so they provide the structure that these students need. We are getting some real high-quality data so we can make some really good decisions. On January 10<sup>th</sup> the AOE will share Integrated Field Review with the Leadership Team. Laurie requested the board fill out a financial questionnaire so that the board understands who pays the bills, who manages the checkbook, etc. This is required by law. Laurie asked that it be completed by the next meeting.

Minutes for December 11, 2017: No changes.

Kristina made a motion to approve the Consent Calendar. Motion carried.

**Treasurer and Financial Reports:** No discussion.

**Bills and Purchase Orders:** Kristina made a motion to pay the bills and purchase orders as follows: Payroll PO#44 \$13,236.70, Payroll PO#45 \$7,013.12, Vendor Warrant PO # \$130,797.67. PO #46 & 47 were numbered incorrectly. No discussion. Motion carried.

**Reports of Administration and Committees:** None

**Unfinished Business and General Orders:**

- a. Adoption of warned policy: E1 Title 1 Parental Involvement Compacts: Laurie was asked if the policy was needed in order to receive Title 1 money? She checked into this and we do need the E1 policy to receive Title 1 funding. Al reported on his meeting with Claire O’Shaunassey as

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previously requested by the board. Claire said it is not in her purview to intervene in VSBA if there is going to be any kind of change it should be from the top down. It was the suggestion of the board to follow through with the recommendation from Bill and legal team. Mike Foley reported on an email from Mary Mulloy. He reported that she said the policy E1 Title 1 Parental Involvement Policy does not comply as warned. Mary said she has reached out to VSBA and has had no reply. Bill also had the same conversation with Claire that Al and Mike had. There will be a new E1 Title 1 Parental Policy in October and we will go from there. Eric made a motion to adopt Policy E1 Title 1 Parental Policy Compact. There were 4 yays and 1 nay. Motion carried.

- b. FY 18 Budget, areas of focus:
  - 1. Overall budget
  - 2. Preliminary Stats (actual or projected)
  - 3. Act 68 statistics and Tax Impact Estimates
  - 4. Trends in direct instructions, special education, healthcare, and operations

At the last meeting Laurie was asked to work on Version 2 of the Budget. A request was made to include 3-year old's. If we took 3-year old's we would need to pay outside providers so she increased this line. Draft 3 of the budget was an increase of 8.8, 8.4 was previous number in Version 2. She increased guidance a little bit, and decreased instrumental music, with L&G tax rate it would be a \$.32 increase. A lengthy discussion ensued concerning the budget.

Sean made a motion that reads as follows: shall the voters of TES approve the school board to expend \$1,523.321 which is the amount the school board has determined to be necessary for the ensuing fiscal year. It is estimated that this proposed budget if approved, will result in education spending of \$20,144 per equalized pupil. This projected spending per equalized pupil is 16.05 per cent higher than spending for the current year. Kristina seconded the motion.

**New Business:**

- a. Craig follow-up: audit of current policies: Ongoing
- b. Town Meeting reporting needs-Chair, Principal, and Superintendent letters; Warning Comparative Data for Cost Effectiveness; FY 18 Budget; Act 30 Equalized Homestead Tax Rate Calculation, and; Three Year Prior Years Comparisons-This is being worked on.
- c. Solar Consent: Eric made a motion to sign the solar consent. Kristina seconded. Motion carried.
- d. Renting TES space to Central Office: A discussion ensued regarding renting space to Central Office for just a year. It could be started next spring. It would include renting space to Specialist, Twentieth Century etc. staff. Bill reported that central office doesn't have the space for these staff and would like them to have some space. Craig said we do have space that we could rent. A discussion ensued. No decision at this time.

**Correspondence:** Al received a letter from the State of Vermont Dept of Taxes. The CLA (common level of appraisal) went down.

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The board received a letter from an employee supporting our budget considerations.

Eric made a motion to sign a new principal contract, his health care changed. Sean seconded. Motion carried.

Water Flow Report for December 2017-no problem with water report. Craig was given the report to file.

**Executive Session:** Eric made a motion to enter Executive Session at 8:47 pm. Board members and Bill entered executive session to discuss a personnel matter.

Kristina made a motion to leave Executive Session at 8:49 pm. Motion carried.

Resolution: The board directed the administration to continue the employee leave as previously requested.

**Upcoming Meetings:**

- a. TES Board Meeting, February 12, 2018, 6:30 pm
- b. WRMUUED Meeting, January 15, 2018, 7 pm @ L&G

**Adjourn:** Kristina made a motion to adjourn at 9:00 pm. Motion carried.

Respectfully submitted,

Judy Hawkins  
Recorder

DRAFT