

**TOWNSHEND SCHOOL BOARD MINUTES
@ TOWNSHEND ELEMENTARY SCHOOL
6:30 PM.
5-14-18-draft**

Present: Cliff Passino, Al Claussen, Kristina Wright, Members of the Board, Craig Roach, Principal, Judy Hawkins, Recorder

Absent: Eric Scott, Sean O'Deau

Call to Order: Al called the meeting to order at 7:10 pm

Additions and Deletions: None

Consent Calendar:

- a. Principal's Report
- b. Superintendent's Cabinet Report
- c. Minutes for April 9, 2018

Principal's Report: Craig reported the May 24th Spring Concert is not taking place. Craig reported that the Buster Pump that was ordered was doubled in price from the initial quote . It was returned for a cheaper quote. Jeff Russ is checking on this and it will be held until next FY. Once the quote is received Craig will notify the board of the findings. The Pre-K registration happened last week. 4 out of the 5 showed up for registration. There are an estimated 7 pre-K for next FY.

Craig was asked to investigate what it would cost to have the Pre-K stay after 2:30 pm.

Cliff made a motion to approve the consent calendar unanimously. Motion carried.

Treasurer and financial reports: The board reviewed the Account Summary Report. Kristina asked about the telephone bill. They got a bill for a negative balance. The question was asked what it would cost to break the contract that we currently have. Heidi will check with Laurie Garland and report back to the board next month.

Bills and Purchase Orders: Cliff made a motion to approve bills and purchase orders as follows:

Payroll PO # 66 \$14,261.26, Payroll PO # 67 \$10,828.00, Payroll PO#68 \$13,596.26, Payroll PO #69 \$6,118.23, and Vendor Warrant \$21,946.08. No discussion. Motion carried.

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Reports of Administration and Committees: None

Unfinished Business and General Orders:

- a. Act 46 Study Committee Bill Back-Tabled until next month since Laurie Garland is not in attendance at this meeting.
- b. Adopt policies: C5 Firearms and C11 Freedom of Expression. Kristina asked what happens if someone is on the grounds with a concealed or open weapon. The State police advised to speak with the person and if needed call them for assistance. The board asked Craig to send out in Thursday Notes that we have recently adopted a new policy and no concealed or open weapons on school grounds. C5 Cliff made a motion to adopt C5 firearms policy. Kristina seconded. Motion carried. C11 Freedom of Expression: Kristina made a motion to adopt C11 Freedom of Expression. Cliff seconded. Motion carried.
- c. SAC update from Craig: Massachusetts Commonwealth has a procedure in place what an advisory committee looks like, what if a principal is overseeing two schools, Mass Commonwealth already has these procedures in place. Craig would take the wording from the Massachusetts Commonwealth procedure and change it to Vermont wording. Craig will send this procedure to the board members for their review.

New Business:

- a. Teacher response to PD. The response to the survey sent to teachers for their feedback was very positive for next year. Six days will be for Professional Development which will be aligned with L&G.
- b. Graduation: June 18 @ 6:00 pm.
- c. Last School Day: June 20th. ½ day
- d. Summer Schedule: Craig will be attending leadership conference, and school related work for the month of August. Heidi will be taking some vacation in July. Heidi and Craig will make a calendar and give to the board members.
- e. Pre-K Tuition: Heidi is doing some checking into this and will report back.
- f. Kindergarten hiring: Craig reported kindergarten applicants started at 11 and went down to 3. Craig mentioned that one of the candidates already has taken another job. The Kindergarten position was offered to Sara Cipot. The board directed Craig to offer Sara a contract for the kindergarten position.
- g. **Correspondence:** Water flow report for the month of April 2018. Jeff and Warren believe there was a relay or electrical piece issue with the water not coming in. Jeff and Warren have been working on it.

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Upcoming Meetings:

- a. TES Board Meeting, June 11, 2018, 6:30 pm
- b. WRMUED Meeting, May 21, 2018, 7 pm @L&G
- c. WCSU Board Annual Meeting, May 23, 2018, 7 pm @ L&G

Executive Session:

Cliff made a motion to enter Executive Session at 8:11 p.m. to discuss a personnel issue. Motion carried. Kristina made a motion to leave executive session at 8:24 pm. Motion carried.

Resolution: None

Adjourn: Kristina made a motion to adjourn at 8:26 pm.

Respectfully submitted,

Judy Hawkins
Recorder