

DRAFT MINUTES
TOWNSHEND ELEMENTARY SCHOOL
6-11-18
6:30 PM

Present: Al Claussen, Eric Scott, Shaun O’Deau, Kristina Wright, Members of the Board, Craig Roach, Principal, Judy Hawkins, Recorder

Call to Order: Al called the meeting to order at 6:38 p.m.

Additions and Deletions: Addition under New Business: Review CIP for approval by board members.

Members of the Public: Heidi Russ, Kris Jerz

Consent Calendar:

- a. Principal’s Report
- b. Superintendents Cabinet Report
- c. Minutes for May 14, 2018

Craig reported that testing is complete. Craig thanked the board, the teachers and staff for the support and the board for allowing the Professional Development days etc. Kris said it was great to do and hear things during Professional Development days and bring back and actually apply some of the knowledge they have learned. Kris reported that next year the 5/6 teachers will be doing a summer reading program, all 5/6 students will read the same book, They will be reading the book Liddy, this will be done by all 5/6 children in the WCSU district. Bread and Roses 2 will be the next book they will read during the school year.

Superintendent Report: Bill wanted to highlight June 20th there will be a sharing our DRAFT of the newly imagined West River School District at their meeting at 7:00 pm at Leland and Gray. On June 25th, they will be sharing our DRAFT of the newly imagined River Valley Education District at their meeting at 7:00 pm at the Dover School.

Minutes for May 14, 2018-no corrections.

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

Treasurer and financial reports: Only thing changed from last time Kris Jerz smartboard wasn’t working but updated technology and took the money out of another line that wasn’t used. We are currently \$11,500 in the hole and this is before the end of year figures.

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Bills and Purchase Orders: Eric made a motion to pay the bills and purchase orders as follows: Payroll PO #71 \$14,431.22, Payroll PO #72 \$12,070.33, Payroll PO #73 \$15,028.35, Payroll PO #74 ----- and Vendor Warrant PO # 75 \$22,200.81, Shaun made a motion to approve the bills and purchase orders as read. No discussion. Motion carried.

Reports of Administration and Committees: None

Unfinished Business and General Orders:

- a. Act 46 Study Committee Bill Back-tabled until Laurie Garland can be present.
- b. SAC update from Craig: Not much to report. It is in good shape. They want 1 or 2 business persons from outside of the community, community members, 2 teachers, etc. to be on the committee. Craig is fully ready to launch this in September and get a year of demo. Craig would like to be committed to the community more.
- c. Kindergarten Hiring: Sara Cipot has signed her contract. Sara attended the staff meeting this afternoon

New Business:

- a. Tax Anticipate Note: Eric, Al and Shaun signed this note the board directed Heidi to take this document to the school treasurer, Anita Bean to sign.
- b. Next Board Meeting: Heidi will prepare bills for July and will send out an email to board members to sign the bills and purchase orders once ready. No meeting for July.
- c. Tuition Proposal: Heidi and Craig have worked all year long on this. A lengthy discussion ensued on this subject. Craig said he would like to see an extended Pre-K afternoon program. If we put this in place numbers will increase. If go over 10 students we will need another person that qualifies as a paraprofessional position. If we get 6 kids here full time and 4 days a week in after-school program can make \$12,000. We would only need same resources we have. We want to expand beyond Townshend. The limit would be 24 children. The board thinks this is a great idea. They proposed that start with 15 children and a wait list and bring to the board if goes over 20. The board directed Craig and Heidi to move forward and go public. It was decided to go 5 days a week at \$12.00 per day and charge extra for being late. This would be for pre-k.
- d. Dishwasher: Craig had a conversation with Jess about the time she spends washing dishes. The board directed Craig to ask Warren Beattie, electrician, to see if we have enough voltage to even have a dishwasher. It was suggested by Craig that we get rid of the chest freezer and then there would be space for a dishwasher to be purchased if Warren says we can do it.

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- e. Lunch Survey: Jess and Craig will meet and develop a lunch survey and to be sent out to all parents to see what they would like to see for a lunch menu. This will be brought back to the board for their review.
- f. Grade ½ Classroom Para: Stephanie O'Brien will be the para working with the ½ class as a position opened up, she worked with these students during this school year. The board approved hiring her as a ½ para. She will be the only classroom para unless we go over 10 in Pre-K.
- g. Morning Schedule: Craig presented the following to the board to get the morning started for the teachers he would like them to have 15 minutes before students come in: students that arrive at 7:30 a.m. would be monitored by 2 paras. At 7:45 the bell rings and the kids can go up and get breakfast. On cold and rainy day same coverage but paras would be in the library with the students. The board thinks this is a great idea.
- h. CIP: The committee met and reviewed any changes needed to be made. This is a 2-year document and they just changed a couple of items. The board reviewed it and approved it.

Correspondence: Al presented correspondence that he received. Water flow report looks fine. May 2018. Given to Heidi to file. Kristina made a motion to replace the booster pumps at a price of \$4,850. This work will be done on July 1st by Jeff Russ. Motion carried.

Upcoming Meetings:

- a. TES Board Meeting for July 2018-none.
- b. TES Board meeting for August 2018-August 13, 2018 @ 6:30 pm
- c. WRMUED Meeting, June 20th, 7 pm @ L&G
- d. WCSU Board Meeting, June 13, 2018, 7 pm L&G

Executive Session: None

Adjourn: Kristina made a motion to adjourn at 8:16 pm. Motion carried.

Respectfully submitted,

Judy Hawkins
Recorder