

TOWNSHEND SCHOOL BOARD MINUTES
@TOWNSHEND ELEMENTARY SCHOOL
6:30 PM
8-13-18-draft

Present: Cliff Passino, Eric Scott, Kristina Flynn, Al Claussen, Members of the board, Craig Roach, Principal, Judy Hawkins, Recorder

Absent: Shawn O'Dea

Call to Order: Cliff called the meeting to order at 6:40 p.m.

Additions and Deletions: Al wanted to add NPR people to New Business.

Members of the Public: Kris Jerz and Heidi Russ

Consent Calendar:

- a. Principal's Report
- b. Superintendent's Report
- c. Minutes for June 11, 2018

Cliff had a concern regarding the 7:45 start time. The students eating breakfast will be eating in the cafeteria. He felt that 15 minutes wasn't enough time to allow students to eat their breakfast. Craig said if there are slow eaters they can take the food back to the classroom. Craig said that at the end of 2 months if it is an issue we will re-adjust the time for breakfast.

Restructure Principal's Report: Craig will be adding to the format of the Principal's Report the CIP (Continuous Improvement Plan) at both the school level and the district level. He wants to get out information as to what is happening on the school level. Craig reported to the board that during a thunderstorm there was a hole in the roof in the upstairs boy's bathroom. Someone has been called but haven't gotten here yet. Heidi was asked to call Phoenix Roofing to see if they can come and fix the problem.

Kristina asked about enrollment, 82 is current enrollment.

The food survey was delayed to go out because of the professional development Jessica just returned from. The survey was sent out today.

A survey Craig sent out to community, staff, parents, and students. Craig felt the teachers were accurate with their assessment of delivery of instruction. The community was average as a whole and very supportive of cleanliness of school. The students said they all felt safe at school, taken care of, they can ask staff if they need help, and supportive.

Craig said Bill Anton contacted him regarding Sunny Lane and Timson Hill they wanted to gather more information. Craig met with them and gave them the information that they requested.

Craig gave a breakdown of where we are at now Pre-K and Extended Day Financial Breakdown. This year Townshend's Pre-K enrollment is eleven full time 4-year-old students. Of the eleven four students

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are non-resident tuition students. Our requirement for student to teacher ration requires us to add additional staff to the traditional school day.

Cliff made a motion to accept the current kids on the waitlist with the cap being 16 unless it is a Townshend 4-year-old. Cap 3-year-old total (3) where we are on the current waitlist. 1 Nay. Motion carried.

Craig was asked to look into direct deposit, swiping and PayPal for Extended Daycare. Laurie Garland is in the process of setting this up. Heidi said Laurie said to keep After-Care Program separate so taxpayers are aware that it is not going to be funded thru the budget. Nobody can touch it except someone from WSCSU.

Superintendent's Reports: Nothing

Minutes for 6-11-18-No corrections.

Cliff made a motion to approve the consent calendar as presented. Kristina seconded. Motion carried.

Craig was asked previously to look into the cost of purchasing a dishwasher. Craig said Newbrook's budget for food well exceeds what we are doing, if we are looking at matching the quality of Newbrook do we want to invest in more fresh foods rather than purchase a dishwasher. The board opted to go with the fresh foods. Eric is on the board for the West River Community Project and will talk with the other board members concerning getting food for TES, fresh foods. Craig will also have a conversation with Eric.

Treasurer and financial reports: The board reviewed the reports, no discussion.

Bills and Purchase Orders: Cliff made a motion to approve the bills and purchase orders as follows: Payroll PO #76 \$20,906.40, Payroll PO# 77 \$12,642.30, Payroll PO# 78 \$10,372.39, Payroll PO# 79 \$10,126.18, Pay Order #1 \$3,508.36, Payroll PO# 2 \$1,455.42, Payroll PO# 3 \$6,867.57, Payroll PO# 4 \$3,533.12, Payroll PO# 5 \$7,226.96, Payroll PO# 6 \$3,320.90, Payroll PO# 7 Summer Accruals \$1,632.69, Vendor Warrant #8 \$27,841.20, Vendor Warrant #9 \$35,425.89, Payroll PO#11 \$6,867.57, Payroll PO #12 Accrual \$4,153.36, Payroll PO# 13 4,093.34, Payroll PO# 14 \$2,332.63, Payroll PO# 15 \$6,867.62, Payroll PO# 16 3,533.14, Payroll PO# 17 \$4,071.44 Payroll PO# 18 2,145.70, Payroll PO# 19 4,257.32, and Vendor Warrant PO# 20 \$15,416.62. No discussion. Kristina made the motion to approve the bills and purchase orders as presented unless new bills come to us they will go to the next meeting. Motion carried.

Reports of Administration and Committees: None

Unfinished Business and General Orders:

- a. Update on Tuition Proposal-extended pre-K afternoon program. (see above)

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- b. Update on dishwasher and lunch survey (see above)

New Business:

- a. WRED Meeting Topics discussion-6th grade, School Choice, Early Learning. Al presented the topics to the board one being moving the 6th grade to L&G. Bob Thibault went over the merits of this to the committee. It would help L&G become more of a middle school at L&G. One of the negatives was the class trips for 6th graders. Cliff feels age is a factor in having them going to L&G. They have the opportunity to build confidence in a small setting vs. L&G. At TES they get some preferential treatment, they are the older students at TES and are looked up to by the younger students, they have a special table to eat lunch at, etc. Heidi feels there is a potential for growth and girls can play against girls instead of playing against boys, which can be intimidating. Kris Jerz suggested that Bob T. could come up with a plan hypothetically what it would look like for 6th graders, i.e. classes, A vs B level, who are the teachers, would there be a 6th grade teacher working with the team. Would it be just 6th grade or intermingling with 7 and 8, the bell system would be transitioning different from middle to high school and what would special education look like for these 6th graders? Cliff thought a discussion in the classroom should be done with the 6th graders throughout the district. What would you think about going to middle school, what are your concerns.

Another topic was what are the inequities, make sure all schools get Pre-K throughout the district.

School choice: A survey was supposed to go out, a robo call was supposed to go out to let people that didn't have a computer know where they could pick up the paperwork. Al asked Craig to speak with Bill regarding making sure the survey gets out to those people.

NPR: Al mentioned that he would like to see Howard Weiss-Tisman from NPR public radio be involved in our WRED the whole way thru, talking to students, teachers, parents, administrators. He wants permission from all the schools to be allowed to do this. He will be presenting information on NPR. Craig made a motion to allow the NPR people have access to the school. Motion carried.

Recycling and composting: Craig doesn't have any information on this at this time. They have gotten rid of straws and are doing recycling. Craig needs to look further into the cost of composting.

Summer Professional Development: Math professional development started today. Perfect for what the staff is looking for, 1 on 1 level with her. She will address some of the instructional gaps that we have.

Correspondence: Grace Cottage sent a copy to the board of the Grace Cottage Annual Inspection Report 2018. Craig was given the report to file.

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2 student letters: Townshend should get a swimming pool. Other letter thinks it is okay to bring pets to school. The board loves the letters from the 2nd graders that wrote letters giving us some suggestions of what is needed at TES.

Two months of water flow report: June & July 2018. No problem.

Upcoming Meetings:

- a. TES Board Meeting, September 10, 6:30 pm
- b. WRMUED Meetings, August 20 7pm @ L&G. September 11 and October 2, 7 pm @ LG
- c. WCSU Executive Board Meeting, August 14, 2018, 7 pm @ LG

Executive Session: None

Adjourn: Kristina made a motion to adjourn at 8:32 pm. Motion carried

Judy Hawkins
Recorder .