

**TOWNSHEND SCHOOL BOARD MINUTES
@ TOWNSHEND ELEMENTARY SCHOOL
7:00 PM
5-9-16-DRAFT**

Present: Al Claussen, Manse Jennings, Cliff Passino, Brud Sanderson, Members of the Board, Steven John, Superintendent, Deborah Leggott, Principal, Judy Hawkins, Recorder

Absent: Eric Scott

Call to Order: Al called the meeting to order at 7:00 pm.

Additions and Deletions: Addition: Executive Session: Steven: Personnel Contract and Deborah have an executive session, topic.

Members of the Public: None

Consent Calendar:

- a. Principal's Report
- b. Superintendent's Report
- c. Minutes for April 11, 2016
- d. Policies

Principal's Report: Al asked about the SBAC results. Deborah said they will be completed by end of May and the results are supposed to be back to us before the end of the school year. Michael Hawk is the person in charge of the SBAC results.

MAP testing will be immediate and Deborah has it all graphed out and will bring the results to the June meeting.

Deborah reported that Keewaydin was wonderful there were no problems and everyone had a great time.

Steven mentioned to the board that he doesn't think A-2 Policy Board Meetings, Agenda Preparation and Distribution was adopted it was warned in February. Cliff made the motion to adopt the A2 Policy Board Meetings, Agenda Preparation and Distribution. Motion carried.

Dorine Dorfman will be leaving L&G as principal and Steven talked about the principal search, not anything about who it is, but the process that is taking place.

Cliff approved the consent calendar. Manse seconded. Consent calendar was approved unanimously.

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The board approved the recoding of some policies. These are the required policies. These policies will be attached in the April minutes where they were warned.

Treasurer and financial reports: Steven distributed the Expense Report. Deborah went over the budget as of now they have overspent on substitutes because of sickness, Professional Development Days, etc. IEP direct services look at substitute line for next year's budget in the fall. Al asked about the Literacy Coach, Deborah will check into this. Early Ed Contracted Services we have paid out \$30,000 for Pre-school in the area need to make note of this for the budget prep in the fall. The budget is over on direct instruction and software equipment. Deborah will look into this for the next meeting in June. Special Ed Contracted Services \$2500 was budgeted and actual is \$7972. This has to do with IEP's. Special Education tuition should be in budget for the fall. Principal's Supplies: this usually has to do with paper, if overspend with teachers it is usually put in principal's supplies. Workman's Comp: Deborah will check into this and get back to the board in June. Building maintenance and repairs: Deborah will bring to board next month. Building Supplies were up and fuel oil and electricity down. Food program is doing pretty well. The goals for next year will be Chrome books for 3rd and 4th graders.

Bills and Purchase Orders: Al made a motion to pay the bills and purchase orders as follows: Payroll PO#65 \$15,084.84, Payroll PO#66 \$10,650.99, Payroll PO #67 \$13,590.02, Payroll PO#68 \$6,317.54, Vendor Warrant PO#69 \$27,026.52 Manse made a motion to pay the bills and purchase order as read. No discussion. Motion carried.

Reports of Administration and Committees: None

Unfinished Business and General Orders

- a. Act 46 Deborah will include in the Thursday Notes if anyone is interested in being on the Act 46 Study Committee they should contact aclaussen@windhamcentralboard.org. Al is going to draft something for the Thursday Notes and give to Deborah.

Brud said the Act 46 Exploratory Committee looked at all 5 towns and the impact on their budgets.

New Business:

End of school year-dates, graduation, etc. Board meeting in June is graduation night. The board meeting for June will be changed to June 6th at 7:00 pm. Al and Brud will speak at the 6th grade graduation. The last day of school for TES will be June 14th and will be a half-day.

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Deborah reported to the board that for next year there will be a new phone system throughout the school.

Draft Permit Renewal, Grace Cottage Hospital and TES: Brud explained a septic system permit. GCH and TES share a sewer line that share a splitter box. Every 5 years it has to be renewed. This is just the state's permitting process.

Correspondence: Water Flow Report: there was 1 day that wasn't good but it was because Grace Cottage didn't check the water for a couple of days.

Upcoming Meetings:

- a. TES School Board Meeting, June 6, 2016
- b. WCSU Full Board/Exec, May 16th, 2016 at L&G 7 pm
- c. WCSU Act 46 Exploratory Study Committee, May 25, 2016 at L&G 7 pm
- d. Board Training, Lake Morey, May 18, 2016, 1-8 pm
- e. Informational Meeting at Jamaica, May 17, 2016

C-31 Verification of Student Residency

B-20 Personnel Recruitment, Selection, appointment and background checks

The above policies were warned at last month's meeting and now are adopted. Brud made the motion to adopt the above policies. Motion carried.

Executive Session: 8:36 pm entered executive session (Brud, Cliff, Al, Steven John, Deborah, Manse) to discuss Personnel issues.

9:07 pm left executive session. No action taken.

9:08 pm entered executive session (Brud, Cliff, Al, Steven John, and Manse) to discuss Personnel contracts.

9:22 pm left executive session.

Cliff made a motion and Manse seconded, to offer the principal a contract as recommended by the Superintendent. All in favor.

Adjourn: Cliff made a motion to adjourn at 9:24 pm

Respectfully submitted,

Judy Hawkins