

**TSB Minutes**

**@ Townshend Elementary School**

**7:00 p.m.**

**2-9-09-Draft**

**Present: Jessie Bishop, David Dezendorf, Kathy Hege, Craig Hunt, Members of the Board, Kris Jerz, Paula Newton, Members of the Public, Judy Hawkins, Recorder**

**Absent: Deborah Leggott, Wendy Houlihan, Gregg Morrow**

**Call to Order: Kathy called the meeting to order at 7:00 p.m.**

**Approval of Minutes for January 26, 2009: Craig made a motion to approve the minutes of January 26, 2009. Kathy asked to make the following correction under correspondence: Mr. Richard Marek.**

**Additions and Deletions: None**

**Members of the Public: Kris Jerz reported that there will be a talent show at Townshend Elementary School on Friday, February 13<sup>th</sup> at 6:30 p.m. as a fundraiser for the 6<sup>th</sup> grade trip in the spring.**

**Bills and Purchase Orders: David made a motion to approve the bills and purchase orders as follows: Payroll PO#55 \$16,146.64, Payroll PO#56 \$12,413.82, Director's Warrant 2009/02/09 \$265.50, Vendor Warrant PO#57 \$17,057.21. Discussion: David asked why the check register was not correct for PO #57. The invoice should have come to the administration at TES (Deborah/Heidi). This issue pertained to a former employee for unemployment benefits. It should have never come thru payroll. It was sent to WCSU and a check was cut. The check has been voided and will be re-issued. Kathy requested any board member who might be signing off on payroll to be more diligent. If anything appears to not look correct, please check with Heidi. Motion carried to pay bills and purchase orders as read.**

**a. Scrutinizing payroll expenses- See discussion under bills and purchase orders.**

**Principal's Report: Deborah sent everyone a principal's report via e-mail. She was not in attendance due to illness. Student/Learning: The 100<sup>th</sup> day of school is February 10<sup>th</sup>. She reported on the NECAP scores in her principal's report. MAP test window is the month of February. Teachers may re-test any student to re-access data that will measure mid-year growth and inform instruction. NAEP Assessment in reading and math will occur on February**

**19<sup>th</sup>. Teacher In-service: February 12<sup>th</sup>, Townshend teachers will meet in the afternoon to review student writing from two writing prompts (samples) given during the last two weeks. Administrative Information: Winter Sports Program: As per board request, Deborah checked on several winter sports programs within WCSU. All programs operate similarly to TES. Parent volunteers operate as chaperones and drivers. Building and Grounds: Boiler operation: all aspects for the heating system have operated successfully since the temporary fuel line was installed.**

**Superintendent's Report: No report as Wendy was not present.**

**Old Business:**

- a. **JISP guidelines from other schools: Deborah was not available so she will present to the board at March meeting.**
- b. **February 23<sup>rd</sup> meeting: The select board has determined that this is pre-town meeting at 7:00 p.m. Usually the select board has a school board member there. Craig Hunt will attend the select board meeting to answer any questions that may arise. Mr. Richard Marek will meet with the board at 6:30 p.m. before the regular meeting for about 30 minutes.**

**New Business:**

- a. **Tuition for FY '10 (?)**

**According to the worksheet \$12,000 maximum tuition. Townshend will be allowed to charge anything up to that amount. We are slated to have 1 tuition student for FY 10. David made a motion to set the tuition rate for FY 10 for TES at \$12,000. Motion carried.**

**Committee Updates:**

- a. **Executive/Super Board None**
- b. **Policy None**
- c. **Technology None**

**Correspondence: Flow rate report from Grace Cottage Hospital. It appears to look fine.**

**Upcoming Meetings:**

- a. **Reorganization meeting-March 25,2009 @ 6:30 p.m. in Marlboro**
- b. **WCSU Annual meeting-May 27, 2009 @ 7:00 p.m. in Windham**

**Executive Session (if needed): None**

**Adjourn: Craig made a motion to adjourn at 7:38 p.m. Motion carried.**

**Respectfully submitted,**

**Judy Hawkins  
Recorder**