

TSB Minutes  
@ Townshend Elementary School  
7:00 p.m.  
4-13-09-Draft

Present: Kathy Hege, Kristina Wright, Craig Hunt, David Dezendorf, Jessie Bishop, Members of the Board, Deborah Leggott, Principal, Judy Hawkins, Recorder

Absent: Wendy Houlihan

Call to Order: Kathy called the meeting to order at 7:02 p.m.

Approval of Minutes for March 23, 2009: David made a motion to approve the minutes of March 23, 2009. Kathy asked to have the following vendor warrants re-numbered. (64-67). Motion carried to approve the minutes with the above mentioned corrections.

Additions & Deletions: New Business: Support Staff Contracts, Title IID Stimulus Money, and Executive Session: Student issue and Contractual issue.

Members of the Public: None

Bills and Purchase Orders:

- a. Sovernet sales tax charge: This issue has been resolved; there will no longer be a sales tax on any purchase.
- b. Discussion of vendor/payroll warrant numbering: The numbers should be sequential. Heidi Russ and Kathy have had a discussion with WCSU.

David made a motion to approve the following bills and purchase orders: Payroll PO #68 \$16,432.47, Payroll PO #69 \$10,961.04, Payroll PO#70 \$16,615.02, Payroll PO#71 \$5,489.55, Vendor Warrant PO#72 \$24,059.48. Motion carried to pay the bills and purchase orders as read.

Principal's Report: Deborah presented a comprehensive principal's report.  
**Student Learning:** **Poetry Reading:** Last Thursday the school celebrated Robert Frost's birthday (March 26, 1874) by studying, reciting and dramatizing various poems as part of our community group activities. **Lunch Band Concert:** On March 30<sup>th</sup>, Michael McKinney organized a recital during lunch to give students an opportunity to play their instruments as an ensemble and as soloists. **Recorders in Grade 3:** Charlene Morse, music teacher, has gathered enough instruments to teach these students during music class. **Forum in Grade 4:** Rick Hege has reintroduced the forum to grade four students to support writing

literacy. Students are asked to respond in writing to a prompt. **Bennington Museum Program visits grades 3 & 4:** As part of Vermont studies, students participated in a workshop about manufacturing in VT. **Communication from China:** On Friday, April 10<sup>th</sup> at 8:00 AM, Kris Jerz spoke to her 6<sup>th</sup> grade class from Beijing through Skype. **Administrative Information:** TES Technology Plan (draft): The TES Technology Committee finished writing a draft tech plan to submit to the state of VT in June. Completion of this three year tech plan is necessary to receive e-rate funding. Jo-Ellen Faulk has nominated Deborah and TES to win an award for health initiatives at TES. Wendy Houlihan wrote a letter in support of this award. Kindergarten registration will be held on April 28<sup>th</sup> and Teddy Bear Tea is May 15<sup>th</sup> at 9:00 a.m.

Superintendent's Report: Wendy was not present but presented a report for the board as follows:

**Student Learning:** A Title I monitoring was scheduled for this week, but due to a switch to a new electronic reporting system at the state it has been put on hold for now. A very large team from the special education arm of the DOE visited the district. They were carrying out focused monitoring of the practices across the SU because too many of our students with disabilities are educated outside the regular classroom too much of the time. The results of the report will be shared at the annual WCSU meeting.

**Finance:** Wendy participated in a conference call with the Federal Grant Administrators, to learn what she could about Title 1 and Title IID stimulus money. It has not been determined just how we can use the Title I money as yet.

**Policy:** The WCSU Policy Committee met on March 30<sup>th</sup> to discuss revisions to Policy D7: Volunteers and Work Study Students, and to discuss H2 Parent Involvement in Title 1.

At a joint meeting of the Newfane School Board and the Brookline School Board on Tuesday, March 30<sup>th</sup>, both boards voted unanimously to ask their towns to approve the formation of a joint school board that would oversee both schools. They hope to warn a special meeting in June.

At the March 25<sup>th</sup> meeting of the WCSU Board, the membership voted to form a subcommittee to study supervisory union governance options and report back to the WCSU board with its findings.

**Human Resources:** Brian Crego has been named the new Associate Principal at Leland and Gray for the 2010 school year.

**Meetings upcoming:** April 29<sup>th</sup> at Townshend Elementary School 7:00 PM  
WCSU Executive Committee/Board of Directors-to continue strategic planning.

May 20<sup>th</sup>, 6:30-8:30 at Newfane Elementary School: WCSU governance committee,

WCSU Annual Meeting May 27<sup>th</sup> at Windham 7:00 p.m. The Commissioner of Education plans to attend.

Old Business:

- a. \$22,000 reimbursement check from L&G: Kathy received a written response from Frank. As Kathy had mentioned previously the reimbursement check was due to a change in Act 130. This change created a duplication of entries at the member town level and the Union district level. Upon completion of the FY08 audit the duplicated amount, caused by the change in legislation, was forwarded to the Townshend School District. Full implementation of Act 130 in FY09 eliminated the member district (K-6) school payments to the career center and the assessments from LGUHS to the member towns.
- b. Repairs to fuel oil tank/Source Protection Plan (water system). There was an issue with the fuel tank this year. Townshend needs to have a Source Protection Plan. One item that was mentioned was that the life span of the oil tanks is 20 years and it is being recommended that ours be replaced as they have met their lifespan. When the heat is shut off in the building Irving will be contacted to come out and take a look at the situation. Deborah was asked to follow up on this. A financial discussion will happen once it is known where they are going to go with this project.

New Business:

- a. Governance study committee (WCSU): Windham and Newfane has requested that a governance study committee be established to look at supervisory union governance options and report back to the WCSU board with its findings. David and Craig will attend this meeting to represent TSB.
- b. Volunteer and Work Study Students Policy: D7- The board recommended that we table this until we receive more information from the commissioner.
- c. Parent/Guardian Involvement Policy-Title One: This policy will also be put on hold.
- d. Support staff contracts: Kathy has reviewed them with Deborah. There were some minor changes that needed to be done but the contracts look very good and they are consistent.
- e. Title IID Stimulus Money: Kathy wanted the board to know the district is supposed to receive \$15,000, which 15% needs to be used for professional development, technology, etc.

Committee Updates:

- a. Executive/Super Board: A meeting was held in Marlboro. The formation of a governance committee was discussed.
- b. Policy: No conclusion to the meeting

- c. Technology: There has been no response to the draft of the technology plan so far. The technology plan will be approved at the next Townshend Technology Plan.

Correspondence: Kathy received the monthly water report from Grace Cottage Hospital. Nothing has changed.

Upcoming Meetings:

- a. WCSU Super Board meeting-April 29, 2009 @ 7:00 pm in Townshend to discuss strategic planning. David and Craig will attend this meeting. David made a motion to have Kristina sit in for Kathy at the WCSU Super Board meeting on April 29, 2009 @ 7:00 pm. in Townshend to discuss strategic planning. Motion carried.
- b. WCSU Annual meeting: May 27, 2009 @ 7:00 pm in Windham with the Commissioner of Education in attendance.
- c. WCSU Technology April 15, 2009 at 4:00 pm at Brookline Elementary School.

David made a motion to have the vice chair of TES fill in for chair on April 29 if there is an executive committee meeting. Craig seconded. Motion carried.

Executive Session if needed:

Craig MOVED to enter executive session to discuss a student issue and a Contractual issue. The motion carries and the Townshend School Board entered executive session at 8:03 P.M. with Principal Deborah Leggott.

David MOVED to leave executive session. Craig seconded the motion, the motion carries and the Townshend School Board left executive session at 8:44 P.M.

Resolution: The Townshend School Board will place a discussion of J.I.S.P. on the agenda of the next Townshend School Board meeting.

By general consensus the meeting adjourned at 8:45 P.M.

Respectfully submitted,

Judy Hawkins  
Recorder