

TSB Minutes
@ Townshend Elementary School
7:00 p.m.
9-14-09-Draft

Present: Deborah Leggott, Principal, Kristina Wright, Kathy Hege, David Dezendorf, Craig Hunt, Jessie Bishop, Members of the Board, Kris Jerz, Member of the Public, Judy Hawkins, Recorder, Jamie Cone, Brattleboro Reformer reporter

Absent: Steven John, Superintendent

Call to Order: Kathy called the meeting to order at 7:01 p.m.

Approval of the Minutes for August 24, 2009: David made a motion to approve the minutes of August 24, 2009. Corrections: Kathy asked to correct the following: Bills and Purchase Orders: The phone bill was submitted for telephone calls concerning the water system. New Business: \$50,000 10 days after collection of taxes with balance due on 20th day. Correspondence: Fifty gallons per day of water was used in the month of July. Motion carried with above corrections.

Additions and Deletions: None

Members of the Public: None

Bills and Purchase Orders: David made a motion to pay the bills and purchase orders as follows: Payroll PO#16 \$13,654.54, Payroll PO#17, \$7,457.23, Payroll PO #18 \$16,163.79, Payroll PO #19 \$5,535.27, and Vendor Warrant PO #20 \$105,264.31. The motion fails. Discussion: Kathy sent an e-mail to Frank and Steven regarding the decision to pay the annual bill for insurance in the amount of \$10,000. A lengthy discussion ensued. David made a motion to pay the bills and purchase orders with the exception of the principal and the board to get further information regarding the insurance and the first quarterly WCSU assessment. Craig seconded. Motion carried.

Principal's Report: Deborah sent her principal's report via e-mail. **Student Learning:** First Day of School Celebration: On August 26th, all students and many parents gathered in the gym for the start of the school year and to enjoy a jazz concert by the L&G band. **MAP Testing:** All students completed testing and the teachers are using the data to inform instruction. **Spelling Bee:** The WCSU Spelling Bee will be held at Newfane Elementary School on Friday, October 9th. **Building and Grounds:** On September 2nd, Deborah met with Brian Johnson, Assistant State Fire Marshall and Tim Jeffers to discuss the chimney status and options. Deborah reviewed the findings with the board and it

was determined by Brian Johnson that the chimney is structurally sound and the existing flu can be used temporarily. A lengthy discussion took place as to what the next steps need to be. Project manager: Craig made a motion for the board to authorize Deborah Leggott to engage the services of Tim Jeffers as a project manager to oversee the chimney project over the course of time. Motion carried. **Milk Cooler condenser malfunctions:** On September 8th, the new milk cooler stopped running. This cooler was acquired thru a grant. Dompier Electric analyzed the issue as a malfunctioned condenser. The cooler was completely under warranty so no expense to the school. **Water Disinfections System:** On August 27th, a general meeting was held with Otter Creek Engineering, Trojan Tech Co., state inspector, Jeff Russ, Craig Hunt, etc. Replacement parts were used to get the system working again. To date the system has been operating with one orange warning on the left system since August 29th. A lengthy discussion ensued. **Bell malfunction update:** All three bells have been hardwired and are working perfectly. Deborah distributed the protocol for the anticipated flu outbreak of H1N1.

Deborah faxed a form to the Health Dept. for TES to become a site for the administration of the H1N1 flu shots. .

Kris Jerz spoke to the board about a 6th grade trip being planned.

Superintendent's Report: Steven sent a Superintendent's Report. He touched on Student/Staff Learning: Policy/Regulation: Finance/Accounting Operations: Enrollment/Staffing and Informational Items: Upcoming meetings. Overview of water purification meeting: It was determined that no one is pleased with the outcome of the meeting that took place (see under principal's report). Townshend is still receiving a caution light on their system. Kathy requests that Deborah and Heidi contact the engineers and see what is going to be done. Steven gave Kathy paperwork for the board to review.

Old Business:

- a. Temporary bus storage recommendation from driver: Kathy received a note from Andrea that she would like to keep the bus at the Gould residence or at the Stowell residence. A lengthy discussion took place. David made a motion that the TSB takes responsibility for the bus and thanks the Goulds/Stowell for parking it on their property during the construction phase of the town garage. Motion carried. Deborah will write a thank you note to Stowell's and Gould's.
- b. Boiler/chimney update/project manager: See principal's report.
- c. All weather mat for front hall: Deborah had been requested by the board to research the all weather mat for front hall. Jessie made a motion to

have this put on the agenda for the September 28th board meeting.
Motion carried.

- d. Results of meeting with Select Board: Kathy attended the meeting and requested an advance of \$50,000 10 days after the collection of taxes with the balance due on the 20th day. Select board did agree to do this for this year.

New Business:

- a. Credit crunch: There is no money left on the credit line.
- b. Donation (250 gallons fuel oil). Benefactor of TES was the winner of Rescue fundraiser. They won 250 gallons of fuel oil for the Townshend Elementary School.
- c. Deborah/Kathy met with Frank to discuss revised budget plan- Deborah/Kathy will meet with Frank/Steven tomorrow.

Committee Updates:

- a. Executive/Super Board-None
- b. Policy-Sometime in late September (TBD)
- c. Technology-None

Correspondence: None other than Andrea's letter concerning bus. (See under Old Business).

Upcoming Meetings:

- a. Governance Committee-September 10th and 16th, 2009 in Newfane 6:30 p.m.

Executive Session if needed: None

Adjourn: David made a motion to adjourn at 8:37 p.m.

Respectfully submitted,

Judy Hawkins
Recorder