

TSB Minutes
@ Townshend Elementary School
7:00 p.m.
9-28-09-Draft

Present: Kristina Wright, David Dezendorf, Kathy Hege, Craig Hunt, Jessie Bishop, Members of the Board, Steven John, Superintendent, Deborah Leggott, Principal, Kris Jerz, Beth Cutts, Members of the Public, Judy Hawkins, Recorder

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

Approval of Minutes for September 14, 2009: David made a motion to approve the minutes of September 14, 2009. No discussion. Motion carried.

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#21 \$16,544.13, Payroll PO#22, \$12,045.24, Vendor Warrant PO #23 \$16,977.31. Discussion: Quote for electrical work done on two boilers. Sparky Electric gave a quote of \$1000 to hook up two boilers. Warren Beattie gave a quote of \$2600. Deborah reported her justification for going for the higher bid was that Warren did more than hook up the boilers. Warren did not charge for all the work he did. A lengthy discussion ensued. Kathy wanted to make sure the project is getting charged to the correct line in the budget. There was also a discussion about needing more keys. Deborah explained what had happened and more keys are not needed. Motion carried to pay bills and purchase orders as read.

Principal's Report: Deborah e-mailed her principal's report. **Student Learning**: Each teacher gave a report on the happenings in their classrooms via the Principal's Report. Spelling Bee: The WCSU Spelling Bee has been scheduled for October 9th at the Newfane School. NECAP Science: The results of last spring's fourth grade scores are: 75% of students achieved the standard and 25% nearly achieved. **Building and Grounds**: Boiler/Chimney Update: September 28th Northeastern Masonry and Chimney Services did a total inspection of the chimney. The final report has not been received. Water Disinfection System: The disinfection system continues to operate with the orange warning light on the left unit. Slate Roof: Mike Cutts inspected the condition of the slates at both sides of the back edge of the roof. A report will be forthcoming as to the results of the inspection.

Superintendent's Report: Steven e-mailed his superintendent's report to the board members for their review. Discussion: The meeting on October 21st will be to approve, with the full board, the Strategic Plan. Rich has ideas about some local legislators

attending the meeting to speak. Later this week Steven will share with the boards the Strategic Plan and their action steps and anyone having questions should get back to him.

Old Business:

- a. All weather mat for front hall: Total cost \$579. Craig authorized Mrs. Leggott to purchase an all weather mat for the front hall not to exceed \$600. Motion carried.
- b. Boiler/chimney update: See Principal's Report.
- c. Outcome of meeting with Frank about revised budget plan: The \$45,000 "magic money" will go toward paying off a deficit. The reason for the \$45,000 surplus was the money put in the budget for salaries was too much.

New Business:

- a. Emergency stand-by for flu shots: Kathy went to Rescue to talk about liability issues that the board had if any medical emergencies took place during this time. Kathy has a letter of understanding from Rescue with the Townshend Elementary School. Craig made a motion to have the principal contact Rescue and conclude this agreement with Rescue. Motion carried.
- b. Preliminary request for monetary contractual obligations for FY 2011: Kathy requested that Deborah see what we are looking at in the building for personnel cost and any fixed cost and report on her findings at the next meeting.

Committee Updates:

- a. Executive/Super Board: None
- b. Policy: None-Steven is gathering information to get the WCSU policy committee ready to go.
- c. Technology: Townshend Technology Committee October 8th at 4:00 p.m.

Correspondence: Monthly outflow in the month of August an average of 141 gallons a day.

Upcoming Meetings:

- a. Executive Committee/Super Board Meeting-Wednesday October 21st, 2009 @ 6:30 p.m. for Committee & 7:00 p.m. for full Board, location TBA

Executive Session

- a. Personnel/Contractual:

Craig MOVED to enter executive session to discuss personnel/contractual issues. The motion carries and the Townshend School Board entered executive session with Principal Deborah Leggott and Superintendent Stephen John at 8:02 p.m.

Craig MOVED to leave executive session. The motion carries and the Townshend School Board left executive session at 8:14 p.m.

Resolution: The Townshend School Board acknowledged the letter from teacher Megan Richardson dated September 29, 2009 requesting 40 days of maternity leave from March 2010 through May 2010. With congratulations, the Townshend School Board approves the 40 day maternity leave. By general consent the motion to approve the leave carries.

By general consent the Townshend School Board meeting adjourned at 8:17 p.m.

Respectfully submitted,

Judy Hawkins
Recorder

DRAFT