

TSB Minutes-June 11, 2007
@Townshend Elementary School
7:00 pm
Draft

Present: Kathy Hege, Judy Tietz, David Dezendorf, Al Claussen, Members of the Board, Deborah Leggott, Principal, Kris Jerz, Member of the Public, Andrea Royce, School Treasurer, Judy Hawkins, Recorder

Absent: Glen Beattie

Kathy called the meeting to order at 7:10 p.m.

Approval of the Minutes: David made a motion to set aside the rules and do approval of the minutes at a later time in the meeting. Motion carried.

Additions and Deletions: Kathy would like to add under New Business: Food Account.

Members of the Public: None.

Bills and Purchase Orders: David made a motion to pay payroll #72 \$15,130.08, Payroll #73 \$7,476.81, Vendor Warrant PO #74 \$4,762.96.
Discussion: David asked about Vendor Warrant #74 Reed & Sons-charge for \$60.00. Deborah explained this was for a special trip for removal of skis and equipment. Motion carried to pay bills.

Expense Report-Contracted services? It has been removed. Lisa and Frank said it was an accounting error that should have been taken out.

David made a motion to approve the minutes for May 23, 2007 (Transportation) as written. Motion carried. David made a motion to approve the minutes of May 30, 2007 (Special School District Meeting-Town of Townshend.) as written. Motion carried. David made a motion to approve the minutes of TSB Board Meeting for May 30th as written. Motion carried.

Kathy had some questions on the new expense report. A discussion ensued and Deborah was able to answer the questions.

Transportation bill for L&G-Deborah sent this over to L&G.

Tax payment and 4th quarter bills-We did receive this a day early. Kathy asked Andrea to attend the meeting to discuss how much money we had in our account.

Bus Fuel Bills: Andrea will get a final list to the board after she does the final fill on Friday morning.

Principal's Report: Deborah gave a comprehensive report. The community gave a tribute to Mary Ann, as she will be retiring at the end of the school year. Advertising for Administrative Asst. job: Brattleboro Reformer 6/2 & 6/9. Hiring committee for Administrative Asst. job: Deborah Leggott, Kris Jerz & Bethany Barton. Review of resumes scheduled for June 18. Hope to interview June 19-20. Hope to have position resolved by the next meeting.
New Administrative Assistant Search: Deborah spoke to questions she has received from applicants. A lengthy discussion ensued. Deborah will be bringing information back to the next board meeting.

Catamount Carpets will be coming on June 26th to clean the carpets.

Superintendent's Report: None

Kathy made the announcement that an Interim Acting Superintendent has been appointed for 3 weeks, Joe Silver.

Old Business: Adoption of the End of Year Financial Policy: David made a motion to adopt the policy : Adoption of the End of Year Financial Policy. Motion carried.

Fitness/Health Policy update? Kathy asked if there was any discussion? None took place. It will be left as is.

Water purification paperwork: Paperwork needs to be signed by Glen Beattie, who was not in attendance. Deborah will get to him for signature and then return to Kathy.

New Business:

Food Account: As of July 1st this will be going to the general account.

FY '08 Credit Line- Andrea will have the paperwork for the board at the next meeting.

Committee Updates:

Executive/Super Board-Joe Silver will be Interim Acting Superintendent for next 3 weeks.

Policy-No meetings

Technology- District Committee. Still not finished with its last and final charge.

Correspondence: None

Upcoming Meetings: July 11th at BES-7:00 p.m. This will be a meeting with the full board and executive committee to meet with Wendy Houlihan, Superintendent, to discuss her feelings for an Assistant Superintendent.

Executive Session-None

Adjourn: David made the motion to adjourn at 8:10 p.m.

Respectfully submitted,

Judy Hawkins