

TSB Minutes
@ Townshend Elementary School
7:00 p.m.
11-17-08 Draft

Present: Kathy Hege, Jessie Bishop, David Dezendorf, Gregg Morrow, Craig Hunt (arrived at 7:35 p.m.) Members of the Board, Deborah Leggott, Principal, Wendy Houlihan, Superintendent, Kris Jerz, Beth Cutts, Joyce Berry, Paula Newton, Rebecca Holmes, Members of the Public, Judy Hawkins, Recorder

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

Approval of the Minutes for November 10, 2008: Minutes of November 10, 2008 approved without any discussion. Motion carried.

Additions and Deletions: None

Members of the Public:

- a. WCSU budget discussion-Frank Rucker. Frank was asked by the WCSU to come to each individual school and present the WCSU budget. Frank explained that the first page is an overview of 3 budgets. The 3 proposals are down 5.3%. Page 3 is the beginning of Superintendent's Administrative budget. The overall administrative budget is down. Frank went over each area of the budget with the board. Page 6 Special Education group: Reduction in Force and Speech & Language position. Psychological services salary is assigned thru a grant. Essential Early Ed: This grant can be used for only Essential Early Education. Overall there is a 5% reduction in the administrative budget. This is the budget to be voted on December 10th in Brookline. Explorer camp is a summer camp for any student. If the student is on an IEP the individual school needs to pay. There is a grant to help subsidize the nursing position. A lengthy discussion ensued.

Bills and Purchase Orders:

- a. FICA question on payroll PO #28. Wendy followed up on this with David Patterson at WCSU. The PO was submitted late and therefore the amount got separated from the deduction amount. David made a motion to pay the bills and purchase orders as follows: Vendor Warrant PO#36 \$13,527.11. A discussion took place concerning the PO for a fire retardant black out shade. David questioned whether this was necessary due to the cost. Deborah explained it was for the nurse's office for children that have headaches or seizure disorders. It was also mentioned that a social security number had been on a bill for mobile testing services and students names were not crossed out on a

bill from SD Associates. This bill will be held until there is money in the bank to pay. Motion carried to pay bills and purchase orders as read.

Principal's Report: Deborah gave a short report. Deborah reported that she had received a call today from Efficiency Vermont. They stated that the sensors are just part of the package. It was an oversight to not put sensors in the gym and they are going to be installing them in the gym. They are going to be putting lights in the bathrooms and they will be brighter and will have no sensors. Mike's Electric will be back to check on the sensors. An announcement will be put out in TES today to turn the lights off when you leave the room.

Superintendent's Report: Frank was the report re: the budget.

Old Business:

- a. Preliminary numbers on ADM impact of Pre-school program. Frank was asked to give the board preliminary numbers on ADM impact of pre-school program within the next few weeks.
- b. Bus survey results-? No report from committee at this time. Glen will be asked to get the results to us by December 8th. Kathy will e-mail Glen and ask him to attend the December 8th meeting to discuss the bus survey results.
- c. Budget discussion: December 22nd will be the deadline for finalizing the budget.

Budget discussion: Frank passed out another draft of the TES budget. Frank explained how you come up with the ADM and how it impacts the budget.

Public school tuition: All schools in February have to announce a tuition rate to the DOE. There was a lengthy discussion around the budget. Frank advised Townshend to consider including their debt.

Overview of town controls between now and Town Meeting. David asked for this information from Frank.

Frank said WCSU now has the capability to go to quarterly billing on everything.

Frank is working on an electronic requestion system. The board had many questions for Frank.

The draft of the budget was presented to the board. Wendy will ask Frank about the decrease in the BC/BS line. Kathy suggested we don't proceed with anything until the board hears what Deborah has to share.

New Business: None

Committee Updates:

- a. Executive/Super Board: interviewing process for a new superintendent will begin this Wednesday, Nov. 19th, in Dover. Applications will be available.
- b. Policy-None
- c. Technology-WCSU technology committee will meet in Townshend on November 20th @ 4PM.

Correspondence: None

Upcoming Meetings:

- a. WCSU Super Board meeting-December 10, 2008 in Brookline, 7PM
(budget approval & projected Superintendent hiring)

Executive Session:

Kathy MOVED to enter executive session to discuss personnel. The motion carried and the Townshend School Board entered executive session with Principal Deborah Leggott and Superintendent Wendy Houlihan at 8:45 P.M.

David MOVED to leave executive session at 9:18 P.M. The motion carries.

Resolution: No resolution at this time.

By general consent the November 17, 2008 Townshend School Board rescheduled meeting adjourned at 9:24 P.M.

Respectfully submitted,

Judy Hawkins
Recorder