

TSB Minutes
@ Townshend Elementary School
7:00 p.m.
12-28-09-Draft

Present: Kathy Hege, Jessie Bishop, David Dezendorf, Kristina Wright, Craig Hunt, Members of the Board, Deborah Leggott, Principal, Steven John, Superintendent, Joyce Berry, Deidre Beattie, Kim Liebow, Beth Beattie, Beth Cutts, Nancy Winrich, Tammy Claussen, Al Claussen, 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 December 14, 2009: David made a motion to approve the minutes of December 14, 2009. No discussion. Motion carried.

Additions and Deletions: Additions under Correspondence: 1) CLA from Dept of Taxes, 2) Monthly report from septic flow report, 3) Letter from Otter Creek Engineering

Members of the Public: See under Old Business FY11

Bills and Purchase Orders: David made a motion to approve the bills and purchase orders as follows: Payroll PO #42 \$16,682.11, Payroll PO #43 \$11,406.66, Vendor Warrant PO #44 \$85,802.96. No discussion. Motion carried to pay bills and purchase orders as read. David asked Steven about a possible error regarding the Expense Report. Steven said it was an error in the software and should not appear on the Expense Report. He will have it corrected.

Principal's Report: Deborah submitted her principal's report via e-mail. Deborah said there were 2 corrections: Mr. Zimmerman should have read Mr. Timmermans and under History 5th grade: students interviewed costumed explorers not consumed explorers. No discussion.

Superintendent's Report: None submitted

Old Business:

- a. FY11 budget finalization: David gave an overview of what happened at the last board meeting as Kathy was not in attendance. David asked the question concerning what the raise will be for non-contractual employees in the building? Deborah stated that the raise will be 3%. David said if everyone is getting a raise he would like to see the school treasurer get a 3% raise also. A lengthy discussion ensued. The proposal for the FY11 budget will be cutting the following: \$5,000 educational trips-enrichment \$5,500 classroom supplies, \$5,128.45 1/3 of Library and 1/5 of P.E.

\$6,450 would be a savings of \$27,079.25. The school treasurer to receive 3% raise. New percentage would be about 2.8% (approximately). Craig made a motion to adopt the proposed budget in the amount of \$1,358,328.00 for presentation to the town. One opposed, two approved, and the chair abstained. Kristina made a motion to add \$5,500 ½ classroom supplies back into the budget which makes the proposed FY11 budget \$1,636,828. Three approved and one opposed. Motion carried.

b. Policy distribution: AIDS (E9), HIPPA (D13), Student Records (F5), and Pupil Privacy Rights: Student Surveys (F27), Substitute Teachers (D6). Kathy distributed the above policies to the board for discussion. Craig made a motion to warn HIPPA (D13) as written with the addition of Townshend School District. Motion carried. Deborah will post the policy and it will be warned. Student Records (F5) David moved that we stay with the Student Records Policy (F5) as previously adopted on 6/9/2008. Motion carried. Pupil Privacy Rights: (F27) This will be taken home by the board and it will be discussed at the next board meeting. The AIDS policy (E9) will be taken home and return ready to discuss at the next board meeting. Substitute teachers (D6). This will be taken home and return next board meeting for discussion.

c. Chimney repair update: Nothing new to report at this time.

New Business: None

Committee Updates:

- a. Executive/Super Board: None
- b. Policy: None
- c. Technology: None

Correspondence: Grace Cottage Septic Flow Report: 399 gallons of water were used for month of November. CLA is going from 99.87 to 104.04, which will help in the actual tax rate. Otter Creek Engineering: A letter was received from Tyler Billingsley. No discussion.

Upcoming Meetings:

TSB meeting on January 11, 2010. Superintendent's evaluation will be coming up in January. Principal's evaluation will be scheduled sometime in February.

Executive Session if needed: None

Adjourn: Kathy adjourned the meeting at 8:32 p.m. Motion carried.

Respectfully submitted,

Judy Hawkins

Recorder

DRAFT