

TSB Minutes:  
@ Townshend Elementary School  
7:00 p.m.  
12-8-08-Draft

Present: Kathy Hege, Gregg Morrow, Craig Hunt, David Dezendorf, Jessie Bishop, Members of the Board, Deborah Leggott, Principal, Moss Linder, Kris Jerz, Beth Cutts, Deidre Beattie, Paula Newton, Members of the Public, Wendy Houlihan, Superintendent (arrived at 8:09 p.m.), Judy Hawkins, Recorder

Call to Order: Kathy called the meeting to order at 7:03 p.m.

Approval of Minutes of November 17, 2008: David made a motion to approve the minutes of November 17, 2008. David asked to have the date added to the minutes. He also asked to make sure whoever made the motions to make sure to record them. Minutes approved with above corrections. Motion carried.

Additions & Deletions: None

Members of the Public: None

Bills and Purchase Orders: David made a motion to approve the bills and purchase orders as follows: Payroll PO#37 \$17,116.20, Payroll PO#38 \$10,285.67, Payroll PO#39 \$16,116.80, Payroll PO#40 \$7,118.70, Director's Warrant 2008/12/08 \$380.00, Vendor Warrant PO#41 \$21,296.52. David asked Deborah about a PO he had received for the VEHI Dental Program. He wanted to make sure the PO adds up with the bill. Deborah will make sure this happens in the future. Motion carried to pay the bills and purchase orders as read.

Principals Reports: Deborah presented a comprehensive principals report. MAPS testing started today for the K-2 class. The K-2 was well prepared to handle the mouse. The kindergarteners seemed very confident in taking the tests. A new custodian was hired, Randy Bean. Screenmobile: All window repairs were completed during the Thanksgiving break. All windows are now locked with storm windows secured. The teachers had also given Deborah a report on what is happening in their classrooms.

Superintendent's Report: Wendy presented a superintendent's report and gave it to Deborah to present. Student Learning/Curriculum/Instruction Tina and Janine have held the first round of math and language arts K-6 grade level meetings for teachers across SU. Policy/Regulation: The Southeast Regional Superintendent Association will once again host a legislative breakfast on Wednesday, December 17, 2008, from 8:30-10:30 a.m. at the News bank

Conference Center in Chester, Vt. Board members are invited. Focused Monitoring: WCSU has one of the highest percentages of students NOT receiving their education in the regular classroom. As a result, we are undergoing the process of "focused monitoring" from the Department of Education. Finance: The WCSU Board of Directors will vote on the WCSU budget on December 10<sup>th</sup> at 7:00 p.m. at Brookline. Each district in the SU with a school has three votes, and towns without schools have one vote. Human Resources: Matt Martyn, Systems Administrator, has been busy, particularly planning for the switch from our current FirstClass host to hosting these functions on our own server. That should be in place after the December break. WCSU: Board of Directors meetings 12-10-08 7:00 p.m. at Brookline. Budget vote and superintendent hiring confirmation.

#### Old Business:

Pre-school program: The board instructed Deborah to find what the next step is concerning the pre-school program. Deborah reported that we need to do a needs assessment in relation to Early Education. There has to be a perceived need by the town of Townshend for Early Education. A suggestion was to have the needs assessment placed in the Town Report. Paula Newton, Deborah & Craig will meet to prepare the questions for the survey. This will happen January 6<sup>th</sup> @ 3:00 p.m.

Impact of the bus survey on budget/answer to additional stop request. Kathy sent to the board all the information from the survey. Kathy's suggestion to leave the bus as it stands with no changes in the budget concerning the bus. Additional stop request: A discussion ensued concerning the additional bus stop request. Deborah reported the bus stop information has been updated. David made a motion to make the DuGreniere bus stop a seasonal stop. Motion carried.

David made a motion to set aside the rules and move the budget discussion to when Wendy arrives. Motion carried.

#### New Business:

Impact/need for Special Ed aide: Deborah reported that there are favorable reviews for the impact/need for Special Ed aide. David wanted to know if the students are benefiting. Deborah feels the students are benefiting. TES currently have 18 Special Ed. Students. Deborah feels that we are going to be able to show we are abiding by the rule of inclusion. Deborah feels inclusion is beneficial, but it doesn't work for every child.

Budget discussion: Deborah presented the 3<sup>rd</sup> draft of the budget. Treasurer's salary: \$1,654 currently. The board recommended a 5% increase for the treasurer. This would now be \$1,737.00. The custodian's salary needs to be

adjusted. Deborah's recommendation for staffing: she is not recommending a reduction in force. She feels the population is stable and this is not the time to do a reduction in force. The board has asked for a revised draft for the next meeting with the change in the custodian's salary and the treasurer's salary.

Wendy reported on some new information concerning Act 82. Townshend is not in the pool this year. The way it is figured is to look at student spending and allow people in the pool to increase New England 3.9%. A lengthy discussion took place concerning Act 82.

#### Committee Updates

- a. Executive/Super Board-November 24, 2008 Executive Committee meeting at L&G: Recommendation from committee to hire Steven John as superintendent.
- b. Policy: None
- c. Technology-WCSU Technology meeting on November 20, 2008 @ TES: David gave an overview of the meeting. Type to Learn is used throughout the district. There will be a change to an in-house server for First Class. They discussed the need to make sure everyone is ready for Leland and Gray as far as Type to Learn. There is some movement for the high school technology wise. Look at Grade Level Expectations for Technology.

Correspondence: None

#### Upcoming Meetings:

- a. Super Board meeting-Brookline, December 10, 2008 @ 7PM  
Superintendent hiring confirmation and budget approval. David, Kathy and Craig will attend.

Executive Session if needed: None needed.

Adjourn: Gregg made a motion to adjourn at 8:49 p.m. Motion carried.

Respectfully submitted,

Judy Hawkins  
Recorder