

TSB Minutes

@ Townshend Elementary School

7:00 p.m.-February 11, 2008

Draft

Present: Kathy Hege, David Dezendorf, Judy Tietz, Al Claussen, Glen Beattie (entered meeting at 7:11 p.m.) Members of the Board, Deborah Leggott, Principal, Wendy Houlihan, Superintendent, Judy Hawkins, Recorder

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

Approval of the minutes for January 28, 2008: David made a motion to approve the minutes of January 28<sup>th</sup>. No discussion. Motion carried as written.

Additions and Deletions: None

Members of the Public: None

Bills & Purchase Orders: Payroll PO #47 \$15,677.29, Payroll PO #48 \$7,058.04, Director's Warrant CE 2008 02/11 \$150.00 Vendor Warrant #49 \$9,296.25. Discussion: Dompier Electric repaired refrigerator in the amount of \$250.00. Deborah was asked to keep the board apprised of repairs to the refrigerator. David made a motion to reclassify PO's and amounts to teaching supplies instead of principal's supplies. Motion carried.

Principal's Report: Deborah gave a comprehensive principal's report. Deborah gave a brief report on the NECAP results. Building/Grounds: Roof: A leak in boys bathroom. Ice buildup on roof. Janczewicz and Sons came immediately and corrected problem. They will return in spring to install another snow guard above the vent to ensure that the vent can withstand heavy snow pressure. Financial: Deborah was asked to do some research about our income and revenues for our food program. The program is doing well.

Superintendent's Report: Student Learning/Curriculum/Instruction: Tina and Janine are facilitating the second round of grade level meetings in Language Arts and Math. This second meeting focuses on teachers sharing the results of assessments they have implemented, with the goal of determining what works best. NECAP results have been released and Janine and Tina will present the WCSU Performance data at the WCSU meeting on February 18<sup>th</sup>. Policy/Regulation: Because there was not a quorum at the WCSU Board meeting on 1/30/08, the four warned policies could not be adopted. Finance:

Old Business: Wendy received a letter from Julie Dolan, who had requested a sabbatical, stating that she is withdrawing her request for a sabbatical for the 2008-2009 school year. The L&G Board of Directors will be interviewing final candidates for the principal position on Tuesday.

Old Business: Bus repair issues (Service bills?) Glen reviewed the bills and advised the board what and what not to pay. Deborah will contact Auto Mall and get back to the board.

Food service expenditures: See Deborah's principal's report. Electrician's findings on basement outlet: He didn't find that it was a faulty ungrounded outlet.

New Business:

- a. Tuition rate for FY '09: Tuition for '09 for Townshend will be \$11,000, this is our maximum allowable tuition. David made a motion to go with \$11,000 for the tuition rate for '09. Motion carried.
- b. NECAP test results: See Deborah's report. A presentation will be done at the Super /Executive Meeting February 18<sup>th</sup>.
- c. Board retreat-Roles and Responsibilities-after Town Meeting: Kathy reported that she would like to see the board meet to talk about roles and responsibilities after town meeting. This will take place on March 6<sup>th</sup> @ 5:30 p.m., place to be determined.

Committee Updates:

- a. Executive/Super Board-Meeting on January 30<sup>th</sup> in Marlboro-worked on evaluation tool for superintendent and boards
- b. Policy-None
- c. Technology-None

Correspondence: Julie Dolan's letter requesting to withdraw her sabbatical for 2008-2009.

Upcoming Meetings:

- a. Executive Committee/Super Board-February 18, 2008 at Newfane: To continue to work on the evaluation tool for the Superintendent and the boards.
- b. Pre-Town Meeting-Tuesday, February 26, 2008 @ 7PM

Executive Session: None

Adjourn: Kathy made a motion to adjourn at 8:15 p.m. Motion carried.

Respectfully submitted,

Judy Hawkins  
Recorder