

TSB Minutes
@ Townshend Elementary School
7:00 p.m.
2-22-10-Draft

Present: Kathy Hege, David Dezendorf, Craig Hunt, Kristina Wright, Jessie Bishop (arrived @ 7:56 p.m.), Members of the Board, Steven John, Superintendent, Heidi Russ, Administrative Assistant, Kimberly Liebow, Member of the Public, Judy Hawkins, Recorder

Absent: Deborah Leggott

Call to Order: Kathy called the meeting to order at 7:05 p.m.

Approval of Minutes for February 8, 2010: Craig made a motion to approve the minutes as written. Kathy asked to have the following correction: Principal Report: USAC is an oversight contractor for the government providing internet. Motion carried with the above correction.

Members of the Public: None

Bills and Purchase Orders: David made a motion to pay the bills and purchase orders as follows: Payroll PO# 54 \$16,632.22, Payroll PO #55 \$7,692.73, Vendor Warrant PO #56 \$6,283.83, Vendor Warrant PO #56A \$81,214.62. Discussion: David mentioned that an overhead projector was purchased. He asked Steven to keep in mind that if there is anything we can save on purchasing between now and the end of year, please do so. David asked if it was known who spent 20 minutes on hold with Red Hook. David asked Heidi to remind all staff that all personal calls should be thru a debit card. Heidi will make sure she reminds the staff. There was a question that arose concerning the check for Food Services. It was suggested that food services be paid twice a month and this would eliminate the header on the check. Motion carried to pay bills and purchase orders as read.

- a. Expense report questions-SPED health insurance over budget & FICA for aides listed under substitutes: It was only budgeted for 1 para getting health insurance. One left and the other one requested health insurance after the budget was finalized. There is no general aide position but the person shifted positions. The expense has to show up on the revenue side not the expense side.

FICA: prior to this year sub FICA was put under teachers substitute. Dana moved the FICA on her own because she thought the board would like to see it this way. She will not do this again unless she passes it thru the board first.

Principal's Report: Deborah presented her principal's report via e-mail. Kathy mentioned there was no attachment. The attachment was the letter Steven and

Deborah had written to Eric Law. They have received no response to date from Eric. Heidi distributed some literature for the board to review and a copy of the school newspaper. Kathy mentioned that the students did a wonderful job on the newspaper. Heidi mentioned that Rick Hege and Dan DeWalt assisted in producing this document.

Superintendent's Report: Steven presented his superintendent's report via e-mail. No discussion. Steven distributed some information concerning the tax rates from the different towns. He also distributed an article concerning fewer rather than more goals and the purpose of the Strategic Plan.

Old Business:

- a. Board's request for State to reimburse funds already spent on water disinfection system before installing Hallet unit. See letter written by Deborah and Steven
- b. Tuition rates for FY 11: No information as of yet. Steven will check to see if there is anything available. He will get back to the board with his findings.
- c. Adopt Harassment of Students Policy (F20): David made a motion to adopt the Harassment of Students Policy (F20) that was warned on February 8th. No discussion. Motion carried.
- d. Discuss Harassment of Employees Policy (D12): Craig made a motion to warn the Harassment of Employees Policy (D12). Discussion: David said this was already adopted on June 14, 2004. Previously under 4118. It has a few more definitions. Heidi made copies to distribute to the board for their review and bring back for discussion. This is in place of the one from the Vermont School Boards. Secondary policy. Motion failed.
- e. Discuss Alcohol and Drug Free Workplace Policy (D8): Craig made a motion to warn Alcohol and Drug Free Workplace Policy (D8). Townshend School District should be added. Heidi will post. Motion carried.

New Business:

- a. Distribute Participation of Home Study Students in School Programs & Activities Policy (F23): Kathy sent these to the board via e-mail. This was adopted in 2004. There are two policies distributed and the board should decide which one they want.
- b. Distribute Hazing Policy (F24): Kathy sent this policy to the board via e-mail. Adopted 11/8/04. There are two policies distributed and the board should decide which one they want.
- c. Distribute Educational Support System Policy: Kathy sent via e-mail for the board to review and return for discussion at the next meeting. This one could be done at WCSU.
- d. Oil spill update: Heidi reported on this. She gave the following overview on Tuesday of last week Kearley Fuel delivered fuel to the church and went to switch over fuel and the fuel went onto the road. It seemed to be

- mostly contained to the tar. It was about 2 gallons that was spilled. Heidi turned all the water off downstairs. Haz Mat was called. He reported that he was happy with the cleanup but he was going to oversee some scraping of the ice. He reported that there was no contamination as the ground was frozen. He will send the board a report of his findings.
- e. Warning for Capital Debt Expense: This is in the town warning. Kathy asked for a recommendation from the board. A lengthy discussion ensued. Craig made a motion to pass over the town meeting article asking voters to pass over the dollar amount for Capital Debt Expense. Motion carried.
 - f. Google Fiber: David reported that there is a grant from Google to install fiber optics for community members. Google will be providing the money. They will run the wires. There will be a local service provider that will provide the service. Craig made a motion for David to write an application letter to Google Fiber. Motion carried. David will bring this document to the board for their review.

Committee Updates:

- a. Executive/Super Board: Governance Committee meeting on February 17th: There was a Governance Meeting on the 17th of February. David said everybody was sent home with homework. A couple of proposals were moved forward. A lengthy discussion ensued.
- b. Policy: None
- c. Technology: None

Correspondence: January water flow report was received. There was an average of 331 gallons used in the month of January.

Upcoming Meetings: February 23, 2010-Pre-town meeting at Town Hall in Townshend at 7:00 p.m.

Executive Session if needed: None

Adjourn: Kristina made a motion to adjourn at 8:12 p.m. Motion carried.

Respectfully submitted,

Judy Hawkins
Recorder