

**TOWNSHEND SCHOOL BOARD**  
**Draft Minutes**  
**February 25, 2008 at 7PM**  
**Townshend Elementary School**

**Attendance: Kathy Hege, David Dezendorf, Glenn Beattie, Townshend School Board; Deborah Leggott, Townshend Principal; Wendy Houlihan, WCSU Superintendent.**

1. **Call to Order:** Kathy called the meeting to order at 7:04 PM.
2. **Approval of Minutes for February 11, 2008:** David MOVED to approve the minutes of the February 11, 2008 meeting of the Townshend School Board. Discussion: David corrected the February 11, 2008 minutes by adding under Bills and Purchase Orders the motion to pay the bills and the resolution as the motion carries. David also corrected the motion under Tuition rate for FY '09 to read "David made the MOTION to set the Townshend School District tuition rate for FY2009 to \$11,000." The motion carries and the minutes are approved as corrected.
3. **Additions and Deletions:** No additions or deletions were made to the agenda.
4. **Members of the Public:** No members of the public were present nor sent items for consideration by the Board.
5. **Bills and Purchase Orders:** David made the MOTION to approve Payroll PO 50 in the amount of \$16,218.83, Payroll PO 51 in the amount of \$6,955.09, and Vendor PO 52 in the amount of \$265,135.61. Discussion. David asked the Board to request the check for the Leland and Gray assessment be held until released by the Chair or by statute on March 6<sup>th</sup>, 2008. Motion carries.
6. **Principal's Report:**
  - A. Deborah provided the principal's report showing the teachers' status for each class.
  - B. The School Newspaper will be started as an after school activity with part of the editorial staff of the Commons newspaper. Kathy asked to have the lower grades also worked with as a way to get them spending more time writing. Their editor will be coming from North Hampton, MA to work with the students. A brief meeting focusing on sustainability was held with the staff of The Commons. Next years action planning will also be used for the newspaper.
  - C. Student enrollment is now at 97.
7. **Superintendent's Report:**
  - A. Wendy provided two handouts, the first handout is an interview with Tom Friedman "On Education in the Flat World" or education in the global economy. The second handout explained about the work Bruce Wellman completed with the administration and professional development teams on February 21. Mr. Wellman is helping the staff develop skills to facilitate professional learning conversations.
  - B. Policy Committee. The policy committee will be working on the last batch of mandated policies for individual boards. The next meeting will be in late April or early May.
  - C. The WCSU Board meeting on February 18<sup>th</sup> was canceled due to weather. Kathy reminded Wendy of the statute requiring reorganization of WCSU within 30 days of the last local board reorganization. (Clerk's note 16 V.S.A. § 262. Meetings; election of officers.). Wendy discussed potential dates for the WCSU meeting. (Now set for 26 March, 2008, location to be determined.)
8. **Old Business:**
  - A. Bus repair issues resolution. Kathy asked Glenn for updates on the bus repair issue. Glenn will contact

Auto Mall to see if the amount of the coolant leak fixed by Twin State can be pulled from the Auto Mall bill. David MOVED to have Glenn negotiate with Auto Mall the amount of coolant labor to be pulled from their bill. The motion carries.

- B.** Board retreat –Thursday, March 6 @ 5:30 PM, location ? Kathy asked to have the Board retreat at the Townshend Pizza to discuss rules and . David MOVED to have the Board retreat held at Townshend Pizza at 5:30 on March 6<sup>th</sup>. Motion carries.
- C.** Review of Feb. 18<sup>th</sup> Select board discussion. Kathy gave a brief overview of the discussion where the School Board asked for the Payment to the school from the town to be provided on March 3<sup>rd</sup>. The minutes from the Select Board meeting stated the check is requested on March 6<sup>th</sup>. Kathy will follow up with the Select Board. Kathy and David also asked for a warning letter telling vehicles parking in the no parking zone that they will be towed at their expense the next time they park in that location. Kathy and the school administration will keep a list of those found parking in violation. Glenn asked if the first and second constable would have the right to have vehicles towed. Warning flyers will be posted on vehicle windshields for violators. The Board will determine who has the authority to have vehicles towed.

**9. New Business:**

- A.** Paper clips and brads – 100 days of school. Kathy reported the Second graders were counting paper clips as part of their days of school. They found none of the boxes actually contained 100 paper clips. David MOVED to recognize the Second Grade class in helping the Townshend School Board receive the resources paid for. The motion carries.
- B.** TES school newspaper (see the principal's report).
- C.** Agenda item – Principal's evaluation – 2<sup>nd</sup> meeting in March An executive session item will be needed on the 2<sup>nd</sup> meeting in March to discuss the Principal's evaluation. The second meeting date will be determine after the Board reorganizes on March 10<sup>th</sup>, 2008.

**10. Committee Updates:**

- A.** Executive/Super Board. Scheduled for March 26, 2008 at a location to be determined.
- B.** Policy Committee. Meeting to be scheduled in late April or early May.
- C.** Technology The continuing Townshend Board members helped set a TES Technology Committee meeting for April 1, 2008 5PM at Townshend Elementary School.

**11. Correspondence:** The Audit from Sullivan, Powers & Company was received by the Board.

**12. Upcoming Meetings:**

- A.** Pre-Town Meeting – Tuesday, February 25, 2008 7PM at Townshend Town Hall.
- B.** Town Meeting – Tuesday March 4, 2008 9AM at Townshend Town Hall.
- C.** Townshend School Board retreat – Thursday March 6, 2008 5:30PM at Townshend Pizza.
- D.** Townshend School Board Reorganization meeting – Monday March 10, 2008 7PM at Townshend Elementary School.

**13. Executive Session if needed:** No Executive Session was necessary.

The Townshend School Board thanked Glenn for his work on the School Board.

**14. Adjourn:** By general consensus the meeting adjourned at 7:51.

Respectfully,

David Dezendorf, Vice Chair