

TOWNSHEND SCHOOL BOARD MEETING MINUTES March 13, 2006

TOWNSHEND ELEMENTARY SCHOOL In Attendance: Al Claussen, Kathy Hege, David Dezendorf, Glenn Beattie, Judy Tietz, Members of the Board, Deborah Leggott, Principal, Cheryl Ruth, Superintendent WCSU, Kris Jerz and Carl McNeely, Members of the Public

Call to order at 7:02 p.m. by Cheryl Ruth

Reorganization of Townshend School Board: Election of Officers: David Dezendorf made a motion to nominate Kathy Hege as Chairman, motion passed. Kathy Hege made a motion to nominate David Dezendorf as vice-chair, motion passed. Al Claussen made a motion to nominate Judy Tietz as clerk. Motion passed

WCSU Representatives: David Dezendorf explained the duties of the WCSU representatives. Kathy Hege, Judy Tietz and David Dezendorf will be the WCSU representatives. Signatory Ability: Judy Tietz will have signatory ability for payroll checks. All 5 board members have signatory ability. . . Time & Place of Meetings: Continue with 2nd and 4th Mondays of the month at TES at 7:00 p.m. Motion passed unanimously

Electronic format of Minutes: A motion was made to continue as in the past. Motion passed unanimously.

Paper of Record: Brattleboro Reformer. Motion unanimously passed.

Truant Officer: Kathy Hege made a motion that Sheriff's Department be our truant officer. Motion passed.

Members of the Public: Signature cards had not been completed for payroll on Friday. Andrea Royce is now our elected school treasurer. There will be an ongoing discussion with Andrea and auditors on how the position of treasurer is going to work.

Approval of the Minutes of February 27, 2006: David Dezendorf recommended 3 corrections be made: Al Claussen's name was misspelled with only one S, Carl McNeely's name was misspelled. He also requested that the minutes should say Townshend School Board Meeting Minutes, not Townshend Elementary School Minutes. Kathy Hege asked to have the following corrections made:

Members of the Public: The agreement about the shared septic line between TES and Grace Cottage Hospital was received from the lawyer. Kathy Hege directed the board chair to sign the application. This will be turned over to Grace Cottage Hospital to submit to the state for the indirect discharge permit. The motion passed. The application will be submitted to the Agency of Natural Resources.

Old Business: The bus driver should not have been on the Townshend list. Special drug testing procedures are done by the Vermont League of Cities and Towns. Kathy Hege made the motion to approve the minutes of February 27, 2006. Motion carried and the minutes were approved with corrections.

Additions/Deletions to the Agenda: None

Purchase Orders & Bills: Expense Report follow up: Kathy Hege has not had a chance to look at this. Kathy explained to Glenn, a new board member, the purpose of the expense report. Deborah reported that the previous errors in the expense report had been corrected. . There was a concern about the repair of the bus. Glenn asked if they did the brake shoes, since they did the drum and axel seals. There was no mention of this on the bill. Deborah was asked to call to check on this. The bill will be held until we have an answer.

Career Center Payment: The Career Center Payment had just been received. . Kathy Hege asked Cheryl Ruth if we have received any word on the '05 surcharge? Cheryl reported no word has been received as of yet. Kathy Hege made a motion to pay purchase orders: #53-\$13,550.59, #54-\$6,775.54, #55 for \$31,668.86. The bill for the bus repair will be held until further clarification. David asked about \$50.00 regarding Deborah's China trip Visa. Deborah said the tuition will come from her Professional Development money , ½ from Townshend Elementary School and the other ½ from Brookline Elementary School. This

trip was approved by the board. . Principal's Report: Deborah Leggott presented a comprehensive report. (See Principal's Report.) DL reported on our back-up water purification system. A current legislation requires a back up water purification system, which can be done with a chlorinator or by UV. Townshend qualifies for total reimbursement from the state for the system. Fire Marshall visit: Brian Johnson was asked to inspect the kitchen concerning a proposed change in the cooking range from electric to a commercial gas stove. which is being donated to the school by Carolyn Scully. The installation of this six burner stove is allowed as long as grease vapors are absent from cooking and the installation is done by a certified LP gas technician. No hood with suspension system is required but a hood for ventilation is suggested to control the heat. There was a lengthy discussion about the gas stove and hood. Judy Tietz will check with Carolyn Scully to see if there is a hood that goes with the stove. . Superintendent's Report: Cheryl Ruth reported that NECAP Testing results taken in October, will be released by the state on March 22nd. They were originally suppose to be returned in December. Kris Jerz mentioned she thought that the results were suppose to be back in December and felt that this was important to have received them by now. Cheryl is thinking they will get them back by December next year. Cheryl felt there was a lot of validation to back up the results so this affected the timeline. An SU assessment plan will be developed.. First draft of the plan needs to be available to the state by September 1st. Al Claussen asked if the testing date was developed by the state? Cheryl explained that 3 states made the decision. Carl asked if there was any feed-back mechanism? Cheryl reported that to be reported as a class you need to have 10 students. March 22nd-Board and Administrator Retreat. The SU board has a Retreat twice a year. This Retreat is for Board Roles and Responsibilities. They talk about what the major issues are. . Policy Committee: They will meet Wednesday night, March 22nd at 6:30 p.m. They will be discussing the Wellness & Fitness Policy. Four or five polices will be looked thru and updated. March 29th-full board meeting at 7:00 p.m. at BES-to approve agency fund expenses. Old Business: Policy Discussion: Animals in the Classroom and Threats and Disruptions to School Operations: The new board members will be given copies tonight and we will be discussing these policies at next month's meeting. These policies are now in warned status. Bus turnaround signs: DL reported that we heard from the state and it was turned over to Joyce Russ and the person from the state has not gone out with her on the bus. Glenn reported that in order to warrant a turnaround sign there has to be less than 500 ft. of visability to warrant a turnaround sign. New Business: Roof Work Timeline: The town approved \$55,000 for a new roof for the school addition. Frank will come back to the board and ask specifically what we want to do with the rest of the fund balance. The roof specs should be together by April. the bids need to be in the mail by May. Cheryl asked Deborah to bring the 2 page spec sheet she has for next month's meeting. The bid will be awarded in early June. Committee Reports: Executive/Super Board: None Policy: None Technology: Cheryl is looking at a new district wide technology committee. TES actually had their own technology meeting last week. General discussion took place concerning going to the career center to see Smart Boards. Rick Hege thinks it is marvelous what the students at TES are actually doing with technology, especially K-2. David reported that on April 13th at 4:00 p.m. the technology committee will look at a technology plan. Correspondence: : The signed, stamped sewer agreement has been received from Grace Cottage Hospital. Correspondence: Common

level of Appraisal-we didn't change the percentage. 28% will be added to our value of appraisal. Executive Session: None Kathy Hege made a motion to adjourn at 8:50 p.m. The motion passed. Respectfully submitted, Judy Hawkins