

TSB Minutes
@Townshend Elementary School
7:00 p.m.
3-24-08 Draft

Present: David Dezendorf, Kathy Hege, Jessie Bishop, Craig Hunt, Gregg Morrow, Members of the Board, Deborah Leggott, Principal, Wendy Houlihan, Superintendent, Judy Hawkins, Recorder

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

Approval of Minutes for March 10, 2008 and March 18, 2008: David made a motion to approve the minutes of March 10, 2008 and March 18th. Kathy asked to have the following correction made in the minutes for March 10th, Principal's Report: The report should be given to the board prior to it being discussed. David requested that the minutes reflect that he is a member of the board of Townshend School District not Townshend Elementary School. The minutes were approved with the above corrections.

Members of the Public: None

Bills and Purchase Orders: David made a motion to pay Payroll PO #56 in the amount of \$13,946.19, Payroll PO #57 in the amount of \$7,143.82, Payroll PO #58 in the amount of \$62.45, Payroll PO # 59 in the amount of \$10.34, Director's Warrant DW 2008 0324 in the amount of \$225.00 and Vendor Warrant PO #60 in the amount of \$40,893.88. Discussion: The bill from Brattleboro Reformer should have the student name removed and David asked if this was our student. Deborah said yes. Reclassify the Symquest bill from the principal repair line to general equipment. Motion carried. Bills and purchase orders approved as read.

Principal's Report: Deborah gave a comprehensive principal's report. Deborah asked the iterant teachers to do curriculum hi-lights for the board. Deborah presented a summary from the Art, Music, PE, Guidance and Library teachers. Building and Grounds: The Construction Permit Application for our water disinfection system has been submitted by Otter Creek Engineering. This system is scheduled to be installed this summer. Enrollment: 97 Total

Superintendent's Report: Wendy presented a comprehensive Superintendent's Report. Wednesday night is the WCSU board meeting. She touched on the following areas: Student Learning/Curriculum/Instruction: Janine and Tina, Curriculum Coordinators will present NECAP and DRA scores to the WCSU Board on Wednesday night. Policy/Regulation: Wendy printed a copy of the policies the WCSU policy committee reviewed and/or revised, along with the

notes from the meetings. Wendy passed out a copy of the VSA/VSBA/VPA Legislative Bulletin. Human Resources: Wendy reported who the interview team will be for the Systems Administrator. Interviews are scheduled for this week. WCSU Board of Directors Meeting: Wednesday March 26, Newfane Elementary School at 7:00. This will be the required reorganization meeting and the agenda will also include voting on the Agency Funds.

Old Business:

Bus repair negotiations: Deborah received a phone call from Glen with an update on the bus repair negotiations. \$37.50 is being taken off the bill. The board would like Deborah to contact Twin State to do a letter in chronological order of what they did. Next Jessie and Gregg will go visit Bill at Auto Mall. Twin State needs to list what the condition of the bus was when it arrived. Gregg and Jessie need a copy of the bills also.

New Business:

School Board Code: Kathy asked the board if they had read it. Craig made a motion to approve the School Board Code as written. Jessie seconded. Motion carried. Deborah was asked to post it once all the signatures have been received.

Kathy mentioned that there were 2 additional duties for the board members to do: 1) Payroll needs to be signed. It needs to be pre-approved before it goes out. Gregg will be responsible in seeing the payroll is pre-approved and signed. 2) A board member needs to assume with Deborah to serve on the Action Planning Committee. Deborah explained the committee's function. Jessie will be on this committee.

Truancy laws/guidelines-Need for Sheriff's Dept. contract: The town of Townshend does not contract with the Sheriff's Dept. Kathy asked Wendy to explain what the laws are for truancy in the schools and what the procedure is for a truant student. Wendy presented the laws regarding attendance, truancy, etc. David made a motion to contact the sheriff to set up a form for truancy. Motion carried.

Committee Updates:

- a. Executive/Super Board: David, Kathy and Craig will attend the meeting on Wednesday, March 26th at Newfane Elementary School at 7PM.
- b. Policy-None
- c. Technology-None

Correspondence: None

Upcoming Meetings:

- a. WCSU Super Board: March 26, 2008-Newfane Elementary @ 7PM
- b. TES Technology Committee-April 2, 2008-TES @ 5PM
- c. WCSU Policy Committee: Late April/Early May

Executive Session

- a. Principal's evaluation

David MOVED to enter executive session to discuss personnel. The motion carries and the Townshend School Board and Superintendent Wendy Houlihan entered executive session at 7:57 P.M.

David MOVED to leave executive session at 8:51 P.M. Motion carries.

Resolution:

Craig MOVED to offer Principal Deborah Leggott a contract with a 5% pay increase to \$70,035 for the 2008-2009 school year. The motion failed.

David MOVED to offer Principal Deborah Leggott a contract with a 4% pay increase to \$69,368 for the 2008-2009 school year. The motion carries.

By general consent the meeting adjourned at 9:08 P.M.

Respectfully submitted,

Judy Hawkins
Recorder