

TSB District Board Minutes
@Townshend Elementary School
March 26, 2007
Draft

Present: Kathy Hege, Judy Tietz, Glen Beattie, Al Claussen, Members of the Board, Deborah Leggott, Principal, Kathy DuGrenier, Kris Jerz, Members of the Public, Judy Hawkins, Recorder

David Dezendorf, Absent

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

Approval of the Minutes for March 12, 2007: Kathy made a motion to approve the minutes with the following corrections: Glen asked to correct Tina Shakespeare as Interim Assistant Superintendent not Principal. Kathy asked to change the time of the meeting from 6:30 to 7:00 p.m., and change PO#47 has the incorrect vendor listed. The minutes were approved with above corrections. Motion carried.

Additions & Deletions: Deborah had an addition under New Business:

- 1)Hospital Fair Day
- 2)Kitchen request
- 3) Water Purification

Members of the Public: Kathy DuGrenier respectfully requested that the school bus stop at Taft Hill Studio. A lengthy discussion ensued concerning this request. This will be moved to Executive Session. A board member will get back to Kathy DuGrenier regarding the bus issue.

Bills & Purchase Orders: Kathy made a motion to pay Payroll PO#55 \$14,603.61, Payroll PO#56 \$6,078.78, Vendor Warrant PO #57 \$13,201.71, Director's Warrant 3-26-07-A \$375.00, and Director's Warrant 3-26-07-B \$200.00. Motion carried to pay the bills. Kathy did receive an e-mail from Frank concerning personal property tax on the copier lease payment. They claim this is for 2005. Kathy made the motion to release the check for the personal property tax on the copier. Motion carried.

Principal's Report: Deborah gave a comprehensive principal's report. School activities: Windham Orchestra Concert-Latchis in Brattleboro March 22nd at 9:30a.m. The bus took 60 passengers (K,1,2&6) to this annual event. Teddy Bear Tea: Friday, March 23rd at 9:00a.m.: Approximately 15 pre-school children gathered to have an hour of school experiences. Kindergarten registration:

Currently, ten students are expected to be registered on April 10th at TES. Building Maintenance: Community Service Volunteers (Dept of Probation) on March 20th, Deborah met with Alex Bartlett, Community Service Team Leader for the Brattleboro Probation & Parole and the Vt. Dept of Corrections to discuss the work crews and possible school maintenance projects. The following scenarios were discussed:

- maintenance of the Robin Colson Memorial Garden (beginning in late Spring.) This work would be supervised by Mr. Bartlett on-site if done during the school day.
- Exterior painting (porch, steps, front portico trim) during the summer. The fees are \$25.00 per offender per day. They work 1 or 2 days a week during the summer for 6 hours a day.

The board approved this project to take place during the summer. The supervisor needs to be with them at all times. The board asked Deborah to set up a schedule with Probation & Parole to work on the garden and see how it goes and report back to the board.

Toilets repaired: Jeff Russ has replaced parts in all toilets.

Planning Loan Application/Engineering Design: The engineering amount of \$4,700 and the \$25,000 construction loan application need to be voted on at a separate meeting.

Use of the Building for Grace Cottage Hospital Fair Day: Stan Holt requests a renewal of the building use request granted last year.

School Club: Read-A-Thon: March 30th. This is a major fundraiser for the school and is a read-all-night event in which students get pledges in advance for every hour of reading they accomplish.

Superintendent's Report: Nothing received from Tina. Audit/Bid question: Kathy received no information concerning the Audit/Bid request.

Old Business: End of year financial policy: It will be brought to next board meeting as David was not in attendance.

Community Service Information: See Deborah's Report

L&G transportation meeting: L&G has asked that we attend their meeting on March 24th and discuss transportation. Kathy feels that this should be a separate meeting and Jim should be the facilitator.

Data Management Position: Kathy asked what the board wants to do with the agency fund? Before we buy into this the TES Board wants to have a written

guarantee that we will have so many hours guaranteed. L&G needs to buy into this also.

Quarterly Cash Flow: The board all received cash flow sheets and 2 revenue sheets. Kathy went over the information that was given to the board. A discussion took place. Our expenses seem to level off at the end of the year. Kathy would like to do a presentation to the Select Board at their second meeting in May.

New Business: Update on Music Position: Ad went in on Saturday and will be in again next Saturday. Deborah has had 1 person apply but they are not certified. Deborah will keep the board informed.

Water purification: Elizabeth Walker is the person Deborah is working with. She will come and help us present at Town Meeting if the need arises. \$25,000 has already been signed for plus \$4,700 for the engineering fee. Deborah will check to see if we need to put \$25,00 in or \$29,700. Deborah will get a breakdown of everything and report back to the board. Elizabeth Walker will be asked to attend the April 23rd board meeting.

Kitchen Request: Deborah presented a request from our kitchen manager. Our stove has a broken handle that can't be fixed. The board approved the purchase of two stoves. The board suggested she check around to get the best deal.

Fair Day: Deborah presented to the board a request from Stan Holt for Grace Cottage Fair Day. Kathy will draw up the letter to be sent to Stan Holt from the board stating what will be allowed.

Committee Updates:

Executive/Super Board: L&G 7:00p.m. on Wednesday night, March 28th. 3 members of the board will be attending.

Policy: None

Technology: None

Correspondence: Frank's response to Kathy re: copier tax

Upcoming Meetings:

WCSU Super Board-March 28, 2007-7:00 at L&G (3 members to vote) Kathy, Glen and Al will attend

Kathy made a motion to adjourn the regular portion of the meeting at 8:50 p.m. Motion carried.

Executive Session: Kathy made the motion to go into executive session at 9:00 to discuss a personnel issue. Motion carries and the Board entered

executive session with the Principal. The Board came out of executive session at 9:20. Resolution: The bus driver will follow the posted bus routes without deviations.

Kathy made the motion to go into executive session at 9:25 to discuss legal/negotiation issues. Motion carries and the Board entered executive session with the Principal. The Board came out of executive session at 9:35. Resolution: The Board reviewed the septic agreement. No action taken.

The meeting adjourned at 9:40 by consensus.

Respectfully submitted,

Judy Hawkins