

TSB District Board Minutes
@Townshend Elementary School
April 9, 2007
Draft

Present: David Dezendorf, Kathy Hege, Glen Beattie, Judy Tietz, Al Claussen, Members of the Board, Tina Shakespeare, Interim Asst. Superintendent, Shana Jones, Grace Cottage Hospital CEO, Kris Jerz, Members of the Public, Deborah Leggott, Principal, Judy Hawkins, Recorder

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

Approval of the Minutes for March 26, 2007: David made a motion to approve the minutes of March 26, 2007. The minutes of March 26th were approved and will be re-sent on the Listserve. Motion carried.

Additions & Deletions: Principal's Report & New Business: Non-Licensed Personnel Benefits Policy were added to the Agenda.

Members of the Public: Shana Jones-Grace Cottage Hospital CEO attended the meeting to introduce herself and to ask if there were any issues the board would like addressed concerning Grace Cottage Hospital. She commented that she would like to see TES and Grace Cottage Hospital work well together. Kathy mentioned that she would like to see more coordination as to when the inspection will be done to the system, when the water is being flushed, etc. Shana said she will contact the principal when these things are going to happen. David mentioned he would like to see more communication. HOST program(-Helping One Student to Succeed.) They had one community member come in to help one student with reading, spelling, etc. Fair Day-Kathy received the Use of Building form for Grace Cottage Fair Day from Stan Holt, signed. 365-3600 is Shana's office phone number. She would like to attend our meetings quarterly or every 6 months. The board thought this was a great idea.

Margaret Carusona-missing checks-Margaret did not attend.

Bills & Purchase Orders: Kathy made a motion to approve the bills and purchase orders: Payroll PO#58 \$15,429.54, Payroll PO#59 \$11,833.66, Vendor Warrant #60 \$11,586.71.

Discussion: David needed clarification on the pre-school services thru Little Valley with a student on an IEP. Deborah said it was the health care reimbursements, the cafeteria plan. Reed & Sons-Rubbish Removal. They didn't receive the check for November 06. The check will be voided and will put a stop payment on it. The check number to be voided is 13126, Invoice

#326 from November 2006 to Reed & Sons Rubbish removal. This check will be re-issued tonight. Motion carried to pay the bills as read.

Principal's Report: Deborah gave a comprehensive report. Kindergarten Registration: At this writing, eleven students are expected to be registered on April 10th at TES. Lesley Straley, kindergarten teacher has set up a kindergarten reception area in the art room. Building Maintenance: Planning Loan Application/Engineering Design: See new business. Use of Building for Grace Cottage Hospital Fair Day: see correspondence. Read-A-Thon-March 30th. Students gathered \$5,000.00 in pledges and many read all night to earn them!

Townshend Business Association: Deborah received correspondence from them. Requesting that someone from the TES board attend one meeting a year. A discussion took place. It was the decision of the board to take it under advisement and if someone is available they will be back in contact.

Superintendent's Report: Tina passed out an information sheet for the board. Many WCSU board members attended the meeting in Brattleboro on April 2nd, with Commissioner of Education, Richard Cate. Mr. Cate spoke about his proposal for changing the governance structure for education in Vermont. An Act 91 Training for administrators was sponsored by the Center for Health and Learning on March 30th in Waterbury, Vermont.

The board would like to know ahead of time if there are any important meetings coming up. Tina said she could forward this to the board members so they are aware before the last minute.

David mentioned that he had driven by on the weekend and noticed the WCSU front door was open. He asked Tina if they had found anything missing? Tina said it didn't appear that anything was missing. David would like the phone numbers to call if there is a situation that needs reporting off hours. Tina will ask to have the numbers posted on the front door at WCSU.

Question about professional audit bid: Tina doesn't have an answer. She will e-mail Kathy when she finds out the answer.

End of year financial policy-Kathy would like to be put on the agenda for the Select board meeting-2nd meeting in May. David developed a policy for End of Year Financial Policy. There was a lengthy discussion concerning this policy. David will make the corrections and will send out to everyone. It will be discussed to be warned at the next board meeting.

L&G transportation meeting: Kathy has heard nothing about the meeting. The TES board requested this be a separate meeting and Kathy would like to participate in this meeting. It needs to be warned by all 6 boards. She is currently waiting on a confirmation of dates. This needs to come from Jim. April 24th will not work for Kathy. She has family obligations on that night. They will have to have 3 board members present.

Data management position -TES time needed: At the WCSU it was decided that we needed to be more concrete on what we needed for time for a data management position. It will be brought to the ATM meeting and then it will have to be brought to the WCSU meeting in May and voted on.

Quarterly cash flow-discussion with select board: The board needs to have some data for the 2nd meeting in May of the Select board.

Water purification/special school district meeting: Kathy talked with Elizabeth Walker and she does understand how the money works. The money for this year's projects with Townshend's name has already been earmarked for us. Kathy explained at length the conversation. Kathy had a couple of questions for Deborah to ask Elizabeth Walker at the water dept. They are as follows: How long does TES board carry the loan expenditures? Is the reimbursement paid as cost is incurred or in one lump sum? The board wants the meeting to take place between May 30th and June 14th.

Update on music position: Deborah is interviewing someone on Wednesday a.m. She has another application who is not licensed.

New Business: Non-Licensed Personnel Benefits Policy: There is a question as to whether there should be 80% or 100% coverage for benefits. Kathy is asking if we want to amend the policy for Non-Licensed Personnel Benefits. \$3,918 is the difference if we go 100%. A lengthy discussion ensued. The decision was that the non-licensed personnel will be forewarned that after this year they will go to 80% from 100% for their health benefit and they will not be compensated the next year in the way of a raise for the increase in health benefit. The policy will need to be amended. David will amend the policy and bring it back to the board for warning at the next meeting.

Committee Updates:

- a. Executive/Super Board: Nothing
- b. Policy: None
- c. Technology: David received no corrections for job description for Technology Integration Specialist. David will be bringing to WCSU for signing.

Correspondence:

The Use of Building form was received from Stan Holt for use at Grace Cottage Hospital Fair Day.

Tooth Tutor Data: Kathy presented the data to the board.

Upcoming Meetings:

WCSU Super Board Annual Meeting-May 2, 2007, 7PM, Marlboro Elementary School (3 members to vote) David, Glen, Al will attend. They will need to deal with the Data Management position, etc.

Executive Session

WCSU executive session update-Board members only

David made the MOTION to enter executive session to discuss personnel. The motion carries and the Townshend School Board entered executive session at 9:11 pm as Principal Leggott, Interim Asst. Superintendent Tina Shakespeare, Teacher Kris Jerz, and Judy Hawkins left the meeting.

David made the MOTION to leave executive session. The motion carries and the Townshend School Board left executive session at 9:37 PM.

No resolution.

Adjourn: by general consent the meeting adjourned at 9:38 PM.

Respectfully submitted,

Judy Hawkins