

TSB Minutes  
@Townshend Elementary School  
7:00 P.M.  
April 23, 2007  
DRAFT

Present: Kathy Hege, Al Claussen, Judy Tietz, David Dezendorf, Glen Beattie, Members of the Board, James Peters, Interim Superintendent, Deborah Leggott, Principal, Jeffery Russ, Michael Donohue, Carol Mellis, David Liebow, Members of the Select board, Judy Hawkins, Recorder

Call to Order: Kathy called the meeting to order at 7:02 p.m.

David made a motion to set aside the rules and do Special Meeting Warning out of order under Members of the Public: Motion carried unanimously. Article 1. Shall the voters of the Town of Townshend authorize the Board of School Directors to apply for a loan from the Drinking Water State Revolving Fund Program and borrow an amount not to exceed \$29,700 for water system improvements? Article 2. Shall the Town of Townshend apply the Property Tax "Prebates" in full to the earliest installments of taxes due, to the extent that these payments are funded by the State? Article 3. To transact any other non-binding business to properly come before said meeting. David made the motion to approve the warning as read. Motion carried unanimously. The select board made a motion to adjourn at 7:09 p.m.

Members of the Public: Janine Manninen and Casey Deane from WCSU did a power point presentation on the NECAP testing for 2006.

Approval of Minutes for April 9, 2007: David made a motion to approve the minutes of April 9, 2007. Correction: Discussion: Under Bills & Purchase Orders The second question David asked was did we have a teacher being reimbursed for health care? They are on the cafeteria plan. Motion carried as corrected.

Addition & Deletion: Kathy needed to add: Old Business: Signing of the State loan papers.

Bills & Purchase Orders: David made a motion to pay: Payroll PO #61 \$16,051.16, Payroll #62 \$6,889.01, Vendor Warrant PO #63 \$18,421.91. No discussion. Motion carried to pay the bills.

Principal's Report: Deborah presented a comprehensive principal's report. Tomorrow 6<sup>th</sup> graders will be flying to Space Camp in Alabama. The 6<sup>th</sup> grade

students raised all the money to go on this trip. 5<sup>th</sup> grade will be going to Camp Keewaydin from April 30-May 4. Lockdown drill #2 was done today. Deborah is checking into other options to be used in the case of no electricity. The signal with the bells was successful. Deborah has filled the Music Position. Charlene Morse is the new music teacher for 2007-2008. Deborah has completed all the summative and observation evaluations for the teachers. Enrollment is stable. Deborah is interviewing two families this week for possible enrollment. July 1 is the mandate for the backup water system.

Superintendent's Report: Jim mentioned how much attention is being paid to the legislature concerning capping of school budgets. A lengthy discussion ensued concerning the meeting he had attended today in Montpelier.

#### Old Business:

- a) Professional Audit Bid: Kathy received a response from Frank stating that the Professional Audit will be going out to bid.
- b) Expense report inaccuracies-4/9/07. Kathy wrote an e-mail to Frank. It was a matter of comparing the wrong fields to get the correct figures. The report is now accurate.
- c) Non-Licensed Personnel Policy-warning: David made a motion to warn the Non-Licensed Personnel Policy. Motion carried unanimously. David did make the changes that were discussed at the last meeting. Deborah did attach a copy of the revised policy with the contract. Deborah was asked to put warning date on the policy and post it in the proper places.
- d) End of Year Financial Policy: Discuss at next meeting
- e) Transportation Meeting: No date has been set as of yet.
- f) Signing of the State loan papers: David made a motion to sign a Planning Application/Engineering Design: By general consensus the motion carried. This was for \$4,700. Deborah will need to have this posted in the Brattleboro Reformer by Wednesday before the meeting, May 30<sup>th</sup>. Deborah was asked to make sure this gets into the Reformer a day or two before the May 30<sup>th</sup> meeting. This will be posted in the legal section. Kathy needs to know what Elizabeth Walker needs in the way of official minutes to document the occurrence of the meeting. Deborah will let Kathy know.

New Business: None

#### Committee Updates:

Executive/Super Board-None  
Policy-None

Technology- There will be a meeting at Townshend Elementary School on May 8<sup>th</sup> at 4:00

Correspondence: Septic inspection: Kathy received a phone call from Jim Crozier informing her of the inspection as part of the annual system at Grace Cottage Hospital on April 30<sup>th</sup> at 9:00 a.m. Kathy will be present for the inspection.

Upcoming Meetings:

- a) WCSU Annual Meeting-May 2, 2007, 7PM, Marlboro Elementary School (3 members to vote) David, Al, Glen will attend. WCSU minutes incorrectly stated that Kathy appointed Mike Dolan clerk of WCSU board. Kathy appointed David Dezendorf. Townshend School needs 24 hours of data management time.

Executive Session:

David moved the MOTION to enter executive session to review the Principal's evaluation. The motion carries unanimously and the Townshend School Board entered executive session with Superintendent Jim Peters at 8:33 pm as Principal Deborah Leggott and Board Recorder Judy Hawkins left the meeting.

David made the MOTION to leave executive session. The motion carries unanimously and the Townshend School Board left executive session at 9:02 PM.

Resolution: Judy Tietz made the MOTION to offer Principal Deborah Leggott the contract as written. The motion carries and the Principal's contract was signed by the Chair.

David moved the MOTION to enter executive session to discuss personnel. The motion carries unanimously and the Townshend School Board entered executive session at 9:05 PM as Superintendent Jim Peters left the meeting.

Al made the MOTION to leave executive session. The motion carries unanimously and the Townshend School Board left executive session at 9:32 PM.

Resolution: No action taken at this time.

Adjourn:

Glen made the MOTION to adjourn. The motion carries unanimously and the Townshend School Board meeting adjourned at 9:33 PM.

Respectfully submitted,

Judy Hawkins