

TSB Minutes
@ Townshend Elementary School
6-22-09-Draft
7:00 p.m.

Present: Craig Hunt, Kristina Wright, Kathy Hege, David Dezendorf, Jessie Bishop, Members of the Board, Deborah Leggott, Principal, Wendy Houlihan, Superintendent, Kris Jerz, Deidre Beattie, Karlie Sanderson, April Chase, Kathy DeGreniere, Scott Chase, Beth Cutts, Members of the Public, Judy Hawkins, Recorder

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

Approval of the Minutes for June 8, 2009: Craig made a motion to approve the minutes of June 8, 2008. Correction: In addition add 3 sick days to bus driver contract. Motion carried as amended.

Additions and Deletions: Correspondence: Addition: Resource Engineering Group and Update: Grace Cottage Sewage flow.

Craig made a motion to amend the rules and move the agenda to talk about JISP discussion under Old Business. Motion carried.

Kathy stated that we had 4 options to be considered, they are as follows:

- Dismiss at noon
- School club take over winter sports program
- The school take over and stay as is
- Discontinue winter sports program
- Craig made a motion to have school dismissed at 11:30 and provide bus transportation home. The remainder of the day the teachers will be expected to participate in staff professional development since this would be a paid contractual day. The school will not participate in any manner with the events that happen after school including sending home permission slips, providing equipment/clothing, or handling disciplinary issues if they arise. If students are to be transported to somewhere other than home, then parents will need to notify the school in advance of the change of routine. Responsibility for student personal safety will be the sole responsibility of the parent with the school leaving any criminal record check up to the organizing individuals.

Motion defeated.

- David made a motion the program continue to be operated as is with the following changes:
- Winter sports program be operated as is and all students

and teachers participating and core volunteers would have criminal background checks paid for by the school. The volunteers would provide transportation. The school club will come up with a list of 10 people who will be designated as the core group and another list who has not already been thru the process and who is going to have to go thru the process. Craig seconded. Motion carried. The school club will get back to the board by the 13th of July with the list of names. Deborah will need to come up with an administrative procedure and bring to the board for review on July 13th.

Karlie will contact the people that coach soccer and get the criminal background process started.

Bills and Purchase Orders: David made a motion to pay the bills and purchase orders as follows:

- Payroll PO #85 \$16,727.14
- Payroll PO #86 \$11,132.87
- Payroll PO#87 \$17,031.67
- Payroll PO#88 \$10,478.16
- Vendor Warrant PO#89 \$15,565.25

Discussion: Kathy made the motion to amend vendor warrant #89 removing \$500.00 and re-assign to payroll. Vendor warrant should be amended to \$15,065.25. Motion as amended. Amendment failed. Craig made a motion to approve the vendor warrant with the \$500 included. Motion carried to pay bills and purchase orders as read.

Principal's Report: Deborah gave a comprehensive principal's report. **Student Learning:** Events: 6th Grade Graduation: Friday June 19th. Guest speaker, Beth Burnham, Title I. **TES News:** Dan DeWalt from LUGHS worked with students in every grade on ten Thursday mornings this spring. Dan taught students about the structure of newspaper writing and assembling. **Administrative Information:** Summer building coverage and vacation schedule: Deborah distributed a summer schedule for the board's use. Deborah distributed the results of the MAPs testing from TES 2008-2009. Deborah feels the growth appears very strong. She is very pleased with the process of sharing the results with the students. **Building Maintenance:** Boiler Replacement Bid Process: The bid process ended on June 19th. To date there are two sealed bids. **Water Disinfection System:** Our water operator, Nancy Burke, has arranged for Gene Williams, expert on disinfection systems from New York, to order and replace parts. He will do this repair either June 20th or June 27th. He came last Saturday and found quite a few faulty parts. We have to pay up front and then get reimbursed.

Superintendent's Report: Wendy presented an oral superintendent's report. Today is last day of school for 2008-2009. June 23rd is the meeting for

Brookline/Newfane to form a joint board if both towns vote to do so. The towns of Brookline and Newfane will have their own separate votes.

Old Business:

a. Open bids for replacement of boilers/oil tanks: Two bids were received from Al Jeffers & Sons: \$27,100.00 less wiring \$1,000. Vermont Mechanical Inc. in Williston, Vt.: \$33,980.00. the bid being between \$33,980.00 and \$29,600.00 plus \$1000 for wiring. David made a motion to accept Al Jeffers bid and enter into contract negotiations. Jeffers bid was accepted. Motion carried. Vermont Mechanical Inc. bid will be declined.

b. Special School District Meeting Warning (if needed): This will be to ask the voters to use \$ 24,000 from the capital expenditure line for the purchase of replacements of boilers/oil tanks. Special School District Meeting will be July 27th at 6:30 p.m. before the regular board meeting. This will be held at Townshend Elementary School.

Craig made a motion to sign the warning for the Special Meeting July 27th at 6:30 p.m. at Townshend Elementary School. Motion carried. The warning was signed by the board.

c. Parent/Guardian Involvement Policy Title One-warned for approval: Craig made a motion to approve the Parent/Guardian Involvement Policy Title One as warned. Motion carried.

d. Volunteers and Work Study Students Policy-warned for approval: Craig made a motion to approve the Volunteers and Work Study Students Policy-warned for approval. Motion carried. David asked to have an electronic copy. Wendy will get the board a copy.

e. JISP discussion: See under Members of the Public.

f. Approval of loan terms and conditions-bridge notes & 2010 line of credit: Kathy made a motion we have a tax anticipation note from Chittenden Bank in the amount of \$270,000 at an interest rate of 2.2%, dates to run from June 22, 2009 with a maturity date of June 24, 2010. It will be signed by the board tonight and taken to the bank tomorrow; access to the money will be immediate. Motion carried.

New Business:

a. Summer building coverage schedule: See Deborah's principal's report.

Committee Updates:

a. Executive/Super Board-June 18th Executive Committee meeting: Kathy reported the WCSU technology plan was approved at this meeting.

Janine Mannenin's contract was approved as Curriculum Coordinator for .5 hrs. The WCSU Board of Directors and Executive Committee Meeting schedule with the date of the Annual Meeting being changed from May 26, 2010 to May 19, 2010.

- b. Policy-None
- c. Technology-None

Correspondence: Annual Grace Cottage school inspection. There were some recommendations for Grace Cottage but none for the school.

Monthly flow from Grace Cottage: We had an issue: 2 days in late May where we ran over 5,000 gallons of water thru the building. Recommendation: Diligence paid particularly in the summer to check the toilets and make sure they aren't running. Need to put sign up by the toilets to make sure to check the toilet and make sure it isn't left running.

Upcoming Meetings:

None listed

Executive Session if needed: None

Jessie made a motion to adjourn at 9:32 p.m. Motion carried.

Respectfully submitted,

Judy Hawkins
Recorder