

TSB Minutes 7-23-07
@ Townshend Elementary School
7:00 p.m.
DRAFT

Present: Kathy Hege, David Dezendorf, Al Claussen, Members of the Board, Deborah Leggott, Principal, Andrea Royce, School Treasurer, Kris Jerz, Member of the Public, Judy Hawkins, Recorder

Absent: Judy Tietz, Glen Beattie

Call to Order: Kathy called the meeting to order at 7:07 p.m.

Approval of Minutes for July 9, 2007. David made a motion to approve the minutes. The following corrections were made: Member of the Public: Kathy DuGreniere attended the meeting to discuss an afternoon stop at Taft Hill Collections and instead of Plum Road should be deleted. Bills & Purchase Orders: PO #4 amended to an amount of \$4,087.87. PO#5 to VPA was held for \$150 with the total being \$13,404.95. Policy Committee should have read September 24th instead of September 4th. Al wanted it stated in the minutes that Deborah was asked to contact someone at Grace Cottage Hospital regarding First Aid Certification. The motion carried to approve the minutes with the above corrections.

Additions & Deletions: Addition under Executive Session: Discussion of a legal issue.

Members of the Public: None

Bills & Purchase Orders: A discussion ensued concerning VPA-Building Assessment. Deborah said it is for state wide activities i.e. spelling bee. Kathy felt the VPA should put out an explanation of what they are billing for. Deborah was asked to contact the VPA and let them know the board is not pleased with the manner in which this was done. David made a motion to pay the bills as follows: Payroll PO #6 \$9,009.85, Payroll PO #7 \$4,155.98, Vendor Warrant PO #8 \$2,803.44, Vendor Warrant #9 \$17,925.70. PO #9186 for accounting services will have a note placed on it asking Heidi, Administrative Asst. to hold until released by the board for any non-critical bills until we receive tax money from the town. The motion carried to pay the bills.

Principal's Report: Deborah gave a comprehensive report. Deborah will call Kearley Fuel and ask them what we actually used for the last year. What other types of plans are available, etc. Deborah will let Kathy know so that she can bring to the next meeting. DL will be on vacation from July 26-August 15th. Summer Notes will be mailed to all parents on August 1st. TES

Handbook: has been updated and will be printed and given to each family in early September. Administrator's Retreat: previously scheduled for three days in August, Superintendent Wendy Houlihan has rescheduled it for one day, August 21st at the Grafton Inn. Deborah reported Moss Linder will be offering a First Aid course for staff after school. Anyone else that would be interested in taking this course could also do this. Norm Lamoria, electrician, will be wiring the stove in the kitchen after August 1st. David asked what the date would be for the Kindergarten Social? August 17th will be the date of the Kindergarten Social. All board members now need to sign the Declaration of Health Care form. Formica counters around sinks in grade K & 1: We now have new full-length counter tops in K and Grade 1. New shades will be installed in grades 3, 4 & 6 by American Blind Co. at the end of July. Community Service Probation Department Services: Deborah has phoned Alex Bartlett at least ten times to report that no community service has occurred. Alex finally returned the phone call on July 18th. He said a probation person would be available on Sundays and would phone Deborah. So far this has not happened. Painting the front porch and steps will be communicated by Heidi Russ in Deborah's absence. This task will be done by our custodian if the probation person doesn't make himself known. Fire Alarm Test: The Vermont Life Safety inspector could find no problems with our fire alarms. The Kearley Fuel "Price Protection Agreement". The current price for 7500 gallons is \$2.467 gallons.

Superintendent Report: Wendy was not present at the meeting thus no report was available.

Old Business: Fuel bill outcome and billing for extra 35 gallons FY '07: Kathy did send the select board a letter notifying them that the town treasurer said we owed 35 gallons more. We are waiting for a bill to finish off the year's finances.

Afternoon bus stop Taft Hill Collections: Tabled until we have a full board. This discussion will take place at the August 27th meeting.

Building security discussion-door locks: Tabled until we have a full board. This discussion will take place at the August 27th meeting.

Health insurance discrepancies/revenues from employee buy in: Deborah reported in terms of the last financial statements Lisa said it was a bookkeeping procedure. A lengthy discussion ensued. David will e-mail Frank to make sure the board receives financial statements the Friday before the board meeting. David will draft an e-mail to Frank and send to each board member to look at with questions and concerns they have. Kathy mentioned that Townshend School District is being billed for an employee that is no

longer our employee. WCSU needs to remove and the Townshend School District needs to be reimbursed.

The Townshend School Board made a motion to ask our principal and our superintendent have our bills returned to the school. Motion carried.

New Business:

Fair Day access setup: A discussion ensued regarding the Fair Day access setup. David will leave a secured phone line with Rick and Rick will take care of it.

Committee Updates:

Executive/Super Board-July 11th meeting in Brookline: Discussed with the Superintendent whether she wanted to start a search for an Asst. Superintendent. Her response was no. Recommendations of technology committee were discussed.

Policy: September 24th, 2007 @5PM, at Townshend Elementary School
Technology: None

Correspondence: None

Upcoming Meetings:

WCSU Strategic Planning work sessions-August 16& 17, 2007, 5-9PM location TBA

Executive Session-Discussion of legal issue. David MOVED the motion to enter executive session to discuss legal issues that would place the Townshend School District at a disadvantage if discussed in open session. No Discussion. The motion carries and the Townshend School Board entered executive session with Principal Deborah Leggott at 8:40PM.

David MOVED to leave executive session. No Discussion. The motion carries and the Townshend School Board left executive session at 8:53 PM.

No resolution at this time.

Adjourn: By general consent the meeting adjourned at 8:54 PM.

Respectfully submitted,

Judy Hawkins
Recorder

