

**TSB Minutes
@ Townshend Elementary School
7:00 p.m.
8-11-08-Draft**

Present: David Dezendorf, Kathy Hege, Craig Hunt, Members of the Board, Deborah Leggott, Principal, Wendy Houlihan, Superintendent, Kris Jerz, Member of the Public, Judy Hawkins, Recorder

Absent: Jessie Bishop, Gregg Morrow

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

Approval of Minutes for July 28, 2008: David made a motion to approve the minutes of July 28th. No discussion. Minutes approved as written. Motion carried.

Additions and Deletions: David asked to have added to agenda: New Business: Church use of Dumpster

Members of the Public: None

Bills and Purchase Orders: David made a motion to approve the bills and purchase orders as stated: Payroll PO #9 \$8,377.84, Payroll PO #10 \$3,309.48, Vendor Warrant PO #11 \$13,509.91, Fiscal Year 08 accrual (late) PO #12 \$1,673.40. Motion carried.

Principal's Report: Deborah gave a comprehensive principal's report. Administrative Information: Technology workshop days: August 11,18. Rick Hege will work with TES teachers on special curriculum projects for use with eBeam and WebPages. August 21st: All staff have been notified that the septic repairs will be done on this date and they aren't to work in their classrooms or offices. Administrator's Retreat: All WCSU administrators will be meeting at the Grafton Inn on August 18th.

Building and Grounds: UV Disinfection System: All electric work for the system has been completed and is operating. Roof Repair: Grade 5: Jancewicz Roofers repaired a vent that was leaking. Front Step Repair: Asa Goodband has been hired to replace worn boards on the front stairs. The custodian will paint the stairs. Window Repair: Weather has caused delays in the Screenmobile work. The window repair started today, August 11th. Building Preparation: Classroom cleaning/floor polishing has been completed and teachers are now able to set up their classrooms in advance of the opening of school on August 27th. The expected enrollment is 91 students for the start of school on August 27th.

Superintendent's Report: Wendy gave a comprehensive superintendent's report. August 15th is the date to get all statistical reports in for all schools. West River Grill is set for August 27th for board retreat and then feedback on the Superintendent's evaluation. MAAPS testing will be given in September, this will be done on-line. Explorer's Camp was very successful again this year. The consolidated federal grant was approved. October 1-23rd is the NECAP testing window. Science will be done in the Spring.

Old Business:

- a. **Special Education teacher's aide-discussion/current staffing/vote:** The teaching portion is out of WCSU and an aide is tied to the individual school. If you have more than 14 students with IEP's the SPED teacher will do well to have an assistant (para). Kathy asked why they don't go with 2 teachers instead of para-educators? A long discussion took place regarding this issue. Wendy will follow-up with Abby regarding this issue and this discussion will be postponed until we get further clarification.
 - b. **Multipurpose room ventilation-Jeffers recommendation:** Heidi had been asked to get a proposal in writing as to what should be done with the ventilation issue. It was recommended by Tim Jeffers that we use air conditioners to cool the multi-purpose room. David will do some research on the high velocity industrial ceiling fans. In the winter it could be used to bring the heat down. The board gave David permission to get some estimates on ceiling fans. David will bring his findings to the September 8th meeting.
 - c. **Approval of Student Attendance Policy:** Craig made a motion to approve the Student Attendance Policy as warned. Motion carried.
 - d. **Grace Cottage septic work August 21st:** Notice went out to all staff members advising them to not come to work that day.
 - e. **End of year financial statement:** All board members received a copy of the end of year financial statement. Kathy went over the statement. There is about a \$27,000 deficit this year in the general fund. Heidi's salary and unbudgeted expenses for triple E were the overage figure. David asked that the board start looking at the new budget so as to be ready when the time comes. The preliminary budget work will start in October.
 - f. **Bus maintenance:** Last meeting we discussed the need for new brakes and a radiator for the bus. Kathy made the statement that Deborah is the person who is authorized to operate out of the budget for bus repairs. In Deborah's absence Kathy will step in. If the bus needs a new engine or something major needs to be done to the bus, this needs to come to the board. Ms. DuGreniere will be attending a board meeting concerning a bus stop. The bus schedule was reviewed and a further discussion will take place at the next board meeting.
- Building maintenance-stair repair, security cameras:** Stairs will be repaired (See principal's report). **Security cameras:** No update.

New Business: Church use of Dumpster: There are two rooms on the bottom floor of the church that have mold in the sheetrock. If no one is using the dumpster David is asking permission from the board to fill the dumpster with the sheetrock. The church will pick up any surcharge that might occur. The board okayed this.

Committee Updates:

- a. Executive/Super Board: None**
- b. Policy: None**
- c. Technology: None**

Correspondence: None

Upcoming Meetings:

- a. WCSU Board Retreat-August 27th, at River Bend Bar & Grill, time to be announced.**
- b. WCSU Policy Committee-September 10th, @ TBA, 7PM**

Executive Session: None needed

Adjourn: David made a motion to adjourn at 8:20 p.m. Motion carried.

Respectfully submitted,

**Judy Hawkins
Recorder**