

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

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

Absent: Judy Tietz

Call to Order: Kathy called the meeting to order at 7:12 p.m.

Approval of the minutes for August 27, 2007. David made a motion to approve the minutes of August 27, 2007. F. Old Business: Release their check to school board on September 28. It should have read October 5th. New Business: Add B: Core Values: C: Discussion of due date for first tax payment. Minutes approved with above corrections. Motion carried.

Additions and Deletions: None

Members of the Public: Kris discussed upcoming events in her class.

Bills & Purchase Orders: David made a motion to approve the bills and purchase orders as follows: Payroll PO #16 \$8,387.73. Vendor Warrant PO #17 \$103,178.20 and Payroll #18 \$13,915.19. Motion carried.

Principal's Report: Deborah gave a comprehensive report.

Superintendent's Report: Wendy gave a comprehensive report.

Old Business:

- a. Building security procedures discussion-date for public forum. Deborah presented 2 projected procedures to the board. Al made a motion to hold a special meeting to discuss TES Building Security Procedures on October 4th at 7:00 p.m. Motion carried. David will post the notices.
- b. Financial services 1st quarter check/contract: Kathy asked Deborah to transmit the check. The board was asked to e-mail Kathy ideas re: a contract for our business manager.
- c. Copier update: The issue of Personal Property Tax on the leased copier has been resolved.

- d. Town/school bus fuel agreement: Al sent a draft of an e-mail he composed to the board re the town/school bus fuel agreement. A discussion ensued.
- e. Tax payment schedule from the Town: Kathy presented a school tax payment reminder to the board to review. Kathy received a letter from the State of Vermont and a lengthy discussion took place. Wendy will follow up with Brad James.
- f. WCSU Technology Integration Specialist job description review: David sent everyone a final copy of this. Kathy asked if there was any discussion? No comments.

New Business:

- a. L&G assessment billing procedures: A discussion ensued. Bills are sent to the school district treasurer and a copy to the school.
- b. Student Information Policy: Wendy said this will be addressed at the WCSU Policy Committee level.
- c. Septic manhole cover cleaning-September 13, 2007: Kathy read a letter she received from John Spencer. The manholes will be cleaned and inspected.

Correspondence: None

Committee Updates:

- a. Executive/Super Board: September 26, 2007 @ 7 PM, Windham
- b. Policy: WCSU Policy Committee-September 24, 2007 @5 PM, TES
- c. Technology: None

Upcoming Meetings:

- a. WCSU Policy Committee-September 24, 2007 @ 5PM TES
- b. Executive Committee/Super Board-September 26, 2007 @ 7PM, Windham

Executive Session: None

Adjourn: The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Judy Hawkins
Recorder