

TSB Minutes
@ Townshend Elementary School
7:00 p.m.
9-22-08-Draft

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

Absent: Jessie Bishop

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

Approval of Minutes for September 8, 2008: David made a motion to approve the minutes of September 8, 2008. No discussion. Motion carried.

Additions and Deletions: Bills and Purchase Orders: Vermont School Board Association bill: Kathy asked to add this to the agenda. New Business: Jessie asked Kathy to discuss the tetherball being too close to the neighbor's dog.

Members of the Public: A meeting was held on September 22nd at 6:00 p.m. before the regular board meeting to discuss future bus use within the Townshend School District. A committee was established to come up with some options for future bus use. They were asked to present to the board at the October 27th board meeting.

Bills and Purchase Orders: David made a motion to pay the bills and purchase orders as follows: Payroll PO #20 \$15,422.90, Payroll PO #21 \$6,981.15, Vendor Warrant 08/09/22 \$12, 522.10, Director Warrant PO #22 \$120.00. Kathy reported that within 20 days we will be getting some revenues from the State of Vermont. Vermont School Board Association Bill. A few years ago the board made the decision to not pay the VSBA bill and not be a member. David said he would like to consider putting this in our budget for next year. It was the consensus of the board to not pay the bill again this year. Craig recommended that we draft a letter to the VSBA advising them of our decision not to pay the bill and why. Deborah was asked to draft a letter and send it to the VSBA. Motion carried.

Principal's Report: Deborah gave a comprehensive principal's report.
Student Learning: September Learning Log: Each teacher gave a summary of the happenings in their classroom. Administrative Information: MAP (Measures of Academic Progress) On-Line Testing: On September 16-19 students in grades 3-6 took this new test in reading, math and language. Results are immediate and Wendy mentioned the ATM team on Wednesday

will be looking at some data and different reports. Building and Grounds: Window Repair: Screenmobile has completed most of the window work (80%). Deborah has asked Mr. Robinson to look into the repair of some windows in the new addition. Mr. Robinson felt it would be cheaper to repair than to replace the windows. The cost would be \$2,340. Deborah asked the board to consider doing this repair. There was a long discussion that took place. The board okayed Deborah to go ahead with the window repair. David and Craig mentioned that they wanted to make sure the windows stay shut during the heating season. David made a motion that the Townshend School Board authorizes the principal to have window repair done up to \$2,340.00. Motion carried. Efficiency Vermont: Frank Rucker organized a WCSU energy audit to take advantage of a lighting replacement incentive opportunity at no cost to schools. The estimated cost of efficiency improvements was \$14,193.07. Fuel Oil Bid: Kearley Fuel didn't enter the WCSU bid process. Irving Oil Corporation won the bid. Townshend is purchasing 7,115 gallons @ \$3.69 per gallon (total \$26,276.00). Billing will be done directly to the Townshend School. They will bill as they fill. Kitchen inspection: This past week the Vt Dept. of Health conducted their annual inspection. We received a score of 98 out of 100. Maureen was marked off because she didn't have latex gloves on the counter.

Enrollment: 89 students

Superintendent's Report: Wendy gave a comprehensive report. The results of the science NECAP assessment, administered in May to 4,8 and 11 grade students will be released on Wednesday. Policy/Regulation: The WCSU Policy committee met on September 10th to examine potential newly required policies. Minutes from the meeting were sent out. The administrators will be working on the Animal Dissections Policy at the ATM on Wednesday. This policy is required whether you dissect animals or not.

Finance: Frank sent the cash-flow information to Board Chairs via e-mail. He also put out a bid for heating oil. That bid came in at \$3.69/gallon from Irving Oil. Various schools in WCSU will take advantage of this bid. WCSU: The School Board/Administrator retreat will be held on October 29th: place and time to be determined. The WCSU Executive Committee will meet to discuss compensation for WCSU employees for the 2010 school year on October 22nd in Brookline.

Old Business: a. SPED aide hiring decision: This had been postponed for several meetings. Deborah presented information to the board concerning the need for a special education aide. There are 20 students with IEP's, 3 of them are EEE. Nancy Aldridge, special educator, is dealing with 18 of the students on IEP's. There are special needs students in every grade. The model for special education is now inclusion in the classroom. There is not enough instructional time to implement what is needed for the child's IEP's. A long discussion ensued. Wendy will talk with Abby and Frank and get back

to the committee about this issue. David made a motion to approve the hiring of a para educator to assist in the delivery of services in special education. Motion carried.

b. Kitchen equipment: Deborah had been asked by the board to do some research on the cost of a new freezer for the kitchen.

The board wants her to buy the big freezer and sell one of the little freezers. Deborah would like the new freezer to be in the basement. Once the meat is gone the freezer needs to be defrosted and unplugged. David made a motion to purchase a 29.9 cubic foot freezer. Motion carried unanimously.

New Business:

a. Ventilation fan-Multi-purpose room: David will talk with electricians in the area and get back to the board with his findings.

B.Town tax payment to the school: The money will be coming from the Town of Townshend and we should have it in about 20 days.

Committee Updates:

- a. Executive/Super Board: None
- b. Policy: September 10th, 2008
- c. Technology: None

Correspondence: Kathy received an e-mail from Jessie concerning the closeness of the tetherball to the neighbor's dog. Also she felt the location of the tetherball is in a blind spot. Deborah commented that she didn't feel the tetherball is near the dog, but would check on it.

VSBA bill- This was discussed with bills and purchase orders. Please see above.

Upcoming Meetings:

- a. TES technology committee-October 7, 2008 @ 6PM, TES

Executive Session: None

Adjourn: David made a motion to adjourn at 8:46 p.m. Motion carried unanimously.

Respectfully submitted,

Judy Hawkins
Recorder

