

TSB Minutes  
@ Townshend Elementary School  
7:00 p.m.  
September 24, 2007  
DRAFT

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

Kathy called the meeting to order at 7:04 p.m.

Approval of Minutes of September 10, 2007: David made a motion to approve the minutes of September 10, 2007. Kathy asked to have the date added to the minutes. The minutes were approved with the above correction. Motion carried.

Additions & Deletions: Kathy added the following to the agenda: Andrea Royce under Members of the Public and under Correspondence: Letter from Mikki Wasung.

Members of the Public: A discussion took place regarding the bus stops.

Bills and Purchase Orders: David made a motion to pay Payroll PO #19 \$6,417.33, Vendor Warrant #20 \$262,631.71, Payroll PO #21 \$14,489.88 and Special Warrant SW 2007 9/24 \$1,032.00. The L&G and WCSU assessments were put on hold. Vendor Warrant PO #20 was amended to \$262,444.58. Motion carried.

Principal's Report: Deborah gave a comprehensive principal's report.

Superintendent's Report: Wendy gave a comprehensive superintendent's report.

Old Business:

- a. Business Manager Contract: Al presented some samples of job descriptions. A lengthy discussion ensued.
- b. Town/School bus fuel agreement: The school will provide a log to the select board the first of each month. David made a motion to have the board chair sign the bus fuel agreement and pass on to the select board. Motion carried.
- c. Septic manhole cleaning-results: The board is waiting for the report to come in.
- d. Tax payment resolution: Kathy has an order from the town for the payment to be released.

9. New Business:

- a. WCEA teacher negotiation-TES representation. David will be the representative from TES with Kathy being the alternate.
- b. Water purification system update: Deborah reported on this in her principal's report.
- c. Board Member Code of Ethics: Kathy passed out the Code of Ethics for board members. These will be discussed at the next meeting.

Committee Updates:

- a. Executive/Super Board-September 26<sup>th</sup> @ 7PM, @ Windham
- b. Policy-The committee met at 5:00 on September 24<sup>th</sup>. Al is the representative from Townshend on the Policy Committee.
- c. Technology: Nothing

Correspondence:

Kathy received a letter from Mikki Wasung concerning school financial records.

Upcoming Meetings:

- a. Executive Committee/Super Board-September 26, 2007 @ 7PM, Windham
- b. TES Building forum-October 4, 2007 @ 7PM

13. Executive Session:

David MOVED to enter executive session with Principal Leggott and Superintendent Houlihan to discuss a personnel issue that cannot be discussed in open session. The motion carries unanimously and the Townshend School Board, Principal, and Superintendent entered executive session at 8:44 p.m.

David MOVED to leave executive session at 9:09 PM. The motion carries unanimously.

Resolution:

The Superintendent will research with the State of Vermont options to resolve the personnel issue.

Adjourn: By unanimous consent the meeting adjourned at 9:10PM.

Respectfully submitted,

Judy Hawkins  
Recorder