

**TSB Minutes**

**@ Townshend Elementary School**

**7:00 PM**

**May 14, 2007**

**DRAFT**

**Present: Kathy Hege, David Dezendorf, Al Claussen, (late) Glen Beattie, (late), Members of the Board, Deborah Leggott, Principal, Kris Jerz, Member of the Public, Tina Shakespeare, Interim Asst. Superintendent, Judy Hawkins, Recorder**

**Absent: Judy Tietz**

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

**David made a motion to approve the minutes. Correction: David Liebow, Town Moderator. Old Business: Signing state loan papers. Planning/Construction Application in the amount of \$29,700. Minutes were approved with above corrections.**

**Members of the Public: None**

**Bills & Purchase Orders: David made the motion to approve the bills and purchase orders as follows: Payroll PO#64 \$13,489.51, Payroll PO #65 \$7,969.46, Payroll PO #66 \$15,446.31, Payroll PO#67 \$7,502.26, Director's Warrant 20070514A \$600 Director's Warrant 20070514b \$407.25, Vendor Warrant #68 (corrected) \$19,564.77, (original) \$19,984.77. Discussion: Vendor Warrant PO #68-David mentioned there is a bill from Little Valley Nursery School for per dieum sessions that services have not as yet been provided. The board would like to hold until the services have been provided. Deborah will take care of this. PO #68 was held in the amount of \$420.00. Motion carried.**

**Principal's Report: Deborah gave a comprehensive report. Space Camp. Kris Jerz reported on the Space Camp trip. She reported that it was a great trip even though they were detained in Texas for 24 hours. At space camp everything was condensed into one day. On Thursday they competed in the Space Bowl. Townshend won Space Bowl. Camp Keewaydin: Our fifth grade students returned from Camp Keewaydin on May 4<sup>th</sup> and had the most perfect weather in many years. Drumming Workshops for Parents/Students: On Friday, May 11<sup>th</sup>, Todd Roach completed his residency by conducting two classes which both demonstrated and taught the drumming skills students experienced during his residency this year. Over twenty parents participated.**

**Deborah commented on the Parent Survey. 50 surveys were sent out and 25 have returned. She printed all the comments received from parents. A discussion took place relating to some of the comments.**

**Deborah contacted the Brattleboro Reformer regarding the warning for the Special Town Meeting May 30<sup>th</sup> at 7:00 at TES. The citizens of Townshend will be requested to meet to discuss and approve the installation of a Back-up Ultraviolet Water Disinfection System for TES.**

**Superintendent's Report: Tina gave a report from the Superintendent's office. An Act 51 training for teachers will be held at Dover Elementary School on June 19<sup>th</sup> and 20<sup>th</sup>. WCSU Annual Meeting was held on May 2<sup>nd</sup> at 7:00PM at the Marlboro Elementary School. Updates from the language arts and math curriculum coordinators and from the Director of Special Education, were presented.**

**The Transportation meeting for the five member towns, originally scheduled for April, is tentatively rescheduled for May 23<sup>rd</sup>. The WCSU Final Math Olympiad was held on Thursday, May 10<sup>th</sup>, at the Newfane Elementary School. Dover placed first. May is District Assessment month! Students in grades 1-8 are taking the DRP and students in grades K-8 are taking the G-Made Math Test.**

**Old Business:**

**a. Adoption of Non-Licensed Personnel Policy: David made a motion to adopt the non-licensed personnel benefits policy  
Motion carried.**

**b. End of Year Financial Policy: Kathy had some comments concerning the language: it should state the Townshend School Board should review annually. Kathy read a letter from Julie Dolan stating she will not be taking a sabbatical this year. She is requesting to encumber some of her professional development money. Kathy asked if there was any time limit on the money? She will be combining the money from this current year into some of the money for next year. Tina will check with the Superintendent. David will change the wording and get back to the board with the revised policy. This will be put on the agenda for next board meeting.**

**c. Professional Audit bid-approve \$7,200 cost. It will be done by Sullivan & Powers. David made a motion to hire the professional audit bid for \$7,200 to be done by Sullivan & Powers. Motion carried. Kathy asked Deborah to make sure the bills do not leave the building for this audit.**

- d. Transportation meeting date: May 23<sup>rd</sup> tentative date. No time and place has been determined as of yet. Kathy, Al & David will be attending.**
- e. Septic Inspection: Kathy was not able to attend the inspection. The inspection went well, the system looks good. We will receive a report.**
- f. Reformer Legal Warning: It needs to be in the paper by about May 23<sup>rd</sup>. This is for the May 30<sup>th</sup> Back-Up Ultraviolet Water Disinfection System for TES.**

**New Business:**

**Kathy added the following:**

- a. L&G Bond Vote: Kathy stated she didn't see any benefit to having Townshend open when you have L&G across the street. The consensus was they were taking it to the voters. David commented that if they chose to use the Building Use Policy they could do that but he feels Kathy's suggestion makes more sense. The decision was to have Deborah contact Emily regarding the decision.**
- b. Town Treasurer & financial situation: Meeting of the Select board next Monday, May 21<sup>st</sup>. Kathy would like to attend their meeting and ask them to sign off on what the town owes them. \$491,039 is the amount due by June 1<sup>st</sup>.**
- c. Signatures of Contracts. Kathy received 10 teacher contracts to sign. David made a motion to ask the chair to sign the teachers contracts. Motion carried.**

**Committee Updates:**

- a. Executive/Super Board: WCSU staff did a wonderful job at the WCSU annual meeting. A lot of information was passed out. They did receive the audit for WCSU. All the WCSU contracts were signed except for one with a clerical error.**
- b. Policy: Officers of WCSU are working thru some things. Kurt Tietz from L&G, Al from TES, Patti Dickinson from Jamaica will be on the committee. The board chairs will send out an e-mail informing people that it will be starting its reorganization of the policy committee.**
- c. Technology: The 5<sup>th</sup> grade teacher did a wonderful job with the 5<sup>th</sup> grade and their charts.**
- d. Strategic Committee: Al discussed options that were tossed around about meetings. They discussed the Brent Kay study in Section 1 & 2. Kathy asked if there is any other forum this will take? The committee is to find a facilitator. They talked about having a lot more stake holders involved in it. There needs to be input from the boards.**

**Correspondence:**

**Kathy read a letter from Julie Dolan asking to encumber \$440 for professional development.**

**Upcoming meetings:**

**Special School District/Town Meeting-May 30<sup>th</sup>, 7:30PM @TES**

**Kathy made a motion to adjourn at 9:07 p.m. Motion carried.**

**Respectfully submitted,**

**Judy Hawkins**