

TSB Minutes
@ Townshend Elementary School
12-13-10
7:00 pm Approved as Amended

Present: David Dezendorf, Craig Hunt, April Chase, Beth Cutts, Kim Liebow, Members of the Board, Steven John, Superintendent, Deborah Leggott, Principal, Bettyann Runge, Coordinator of Early Education, Kristina Wright, Kathy DuGreniere, Elizabeth Linder, Michelle Sanderson, Members of the Public, Frank Rucker (arrived at 7:35 p.m) Judy Hawkins, Recorder

Call to Order: David called the meeting to order at 7:01 p.m.

Additions and Deletions: David asked to add under New Business: Amendment to Principal's Report. David also requested Executive Session be moved to Unfinished Business and General Orders (7d).

Consent Calendar:

- a. Approval of Minutes for Townshend School Board 2010 11 08
- b. Approval of Minutes for Townshend School Board 2010 11 29
- c. Principal's Report
- d. Superintendent's Report

By unanimous consent the consent calendar was approved.

Treasurer and financial reports: David reported that the loan of \$200,000 had \$100,000 remaining, with \$100,000 being spent.

Bills and Purchase Orders: April made a motion to approve the bills and purchase orders as follows: Payroll PO#30 \$16,033.71, Payroll PO #31 \$7,564.93, Payroll PO #28 \$19,583.03, Payroll #29 \$11,928.94 and Check Register PO #32 \$118,056.22. There was a discussion concerning an invoice from Sullivan & Powers (an auditing firm) concerning a \$135.65 service charge. The amounts did add up and it did make it into the check. The PO was amended for Sullivan & Powers. Motion carries to pay bills and purchase orders as discussed.

Reports of Administration and Committees

- a. WCSU Board of Directors' meetings December 8, 2010: Steven reported that the WCSU administration budget was approved.
- b. Policy-None
- c. Technology-None
- d. Negotiations-No meeting this week as planned. Next meeting will be held on January 5, 2011.

Unfinished Business and General Orders

a. Pre-K program and discussion: Kristina and Bettyann presented two proposals for the pre-k program; one proposal would be to send our children to Timson Hill thru a Bridge Grant. Second option would for the Townshend School District to pay for it and we would get money from the ADM. The Townshend School District would hire a teacher to be in the kindergarten room. The first year you would receive ½ the money and the second year you would get the full amount. David asked about transportation and Kristina commented that the parents would need to transport. A lengthy discussion ensued. The program would start out with just 4 year olds and would be for 10 hours a week. April made a motion to have the Pre-k program be placed on the Townshend School District Town Meeting Warning on March 1, 201 for further discussion. Craig seconded. Motion carries.

b. Townshend Fire Department/Septic-David leaves on in case something comes up that needs addressing

c. 21st Century Grant-still in progress

d. Executive Session-April made a motion to go into Executive Session at 7:37 pm. Motion carried. David made a motion to leave Executive Session at 7:44 pm. Motion carried. **Resolution:** Craig made a motion to accept Julie Dolan's request for a sabbatical contingent upon acceptance into an accredited program. Motion carries.

e. Motion to adopt Townshend School District Budget from November 29 meeting:

Kim made a motion to adopt the budget last meeting of November 29th in the amount of \$1,266,489 (a reduction of \$97,338 from FY 11). Frank Rucker attended the meeting to give an overview and to answer any questions that might arise. April made a motion to amend the motion from \$1,266.489 to \$1,282,698.00 with \$20,000 being added for early education. Motion carries to amend the motion. David made a motion to adopt Draft Budget #1 in the amount of \$1,282.698.00 resulting in a reduction of \$81,129.00 from FY 2011. Motion carries with 3 yes.

New Business:

a. School District Town Meeting Warning: David moved to adopt the article as warned with the time of 1 pm on March 1,2011 being added. Motion carried.

b. School District Report: David is still working on this report. David will complete the rough draft and distribute to the board.

c. Amendment to Principal's report: Locking the Front Lobby Door: There was a concern about people being able to get into the building when the principal and administrative assistant are away from the office. Deborah reported starting Wednesday, December 15th, the inside lobby door will be locked between 8:15-8:30 am and remain locked throughout the day until 2:30 pm dismissal. The upstairs 4th grade classroom door at the top of the stairs is locked, thus securing the entire building. Deborah will evaluate the procedure and report back to the board at the January 11, 2011 meeting

Correspondence:

David received correspondence from Grace Cottage Hospital re: monthly water flow reports. The reports were for the months of October and November. The November

report was down significantly. In October we had several toilets that were running thru. Deborah was given these reports to file.

Upcoming Meetings:

- a. WCSU Negotiations Committee 6:30 PM January 5, 2011 Leland & Gray room A11.
- b. Townshend School Board 7:00 pm January 10,2011 Townshend Elementary
- c. WCSU Negotiations Committee 6:30 pm January 19, 2011 Leland and Gray Room A11.
- d. WCSU Negotiations Committee 6:30 pm February 3, 2011 Leland and Gray room A11.
- e. WCSU Negotiation Committee 6:30 pm February 16, 2011 Leland and Gray room A11.

Executive Session if needed: See under 7 d Unfinished Business and General Orders.

Adjourn: Craig made a motion to adjourn at 8:43 p.m.

Respectfully submitted,

Judy Hawkins
Recorder

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