

TSB Minutes  
@ Townshend Elementary School  
7:00 p.m.  
3-22-10-Draft

Present: David Dezendorf, Craig Hunt, Kim Liebow, Beth Cutts, April Chase, Members of the Board, Deborah Leggott, Principal, Kris Jerz, Member of the Public, Judy Hawkins, Recorder

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

Additions and Deletions: None

Members of the Public: None

Approval of Minutes of March 8, 2010: Craig made a motion to approve the minutes of March 8, 2010. No discussion. Motion carried.

Bills and Purchase Orders: Kim made a motion to approve the bills and purchase orders as follows: Payroll PO#60 \$14,497.57, Payroll PO#61 \$5,209.50, Director's Warrant 2010 03 22 \$300.00 and Vendor Warrant PO #62 \$4,349.86. Discussion: David asked why a teacher is being paid for maternity leave rather than short term disability. Deborah replied that the contract states teachers have 40 days of maternity leave. The question arose about paying for snow plowing on a town maintained road, (this is the handicapped area). Craig will take this up with the select board at their next meeting. Deborah will get the cost of snow plowing this area for the year and give to Craig. There was a question about wholesale supplies for food service and the cost. Deborah explained that U.S. Foods is the main supplier but if they run short they go to River Bend and they give the school a 10% discount. April suggested that Deborah check with Black River Produce and see if they possibly could help us out if the need arises. Motion carried.

Reports of Administration and Committees:

- a. Principal's Report: Deborah sent her report via e-mail. No discussion.
- b. Superintendent's Report: Steven sent his report via e-mail. No discussion.

Unfinished business and General Orders:

- a. Water disinfection System (Eric Law discussion): On March 19<sup>th</sup> Deborah and Steven had a conference call with Eric Law, at the board's request, to have the \$700 paid prior to the Hallett being installed for a 60 day trial. Eric said it would be cumbersome and expensive to do it this way; they would like to roll it into one payment. Deborah reported the other unit went this morning. Jeff Russ came and helped with the by pass. Deborah e-mailed David and all the folks at the state involved. David received a call

from Eric Law, they have convinced Hallett to install one unit for 60 days and if that works he will re-imburse Townshend for the \$700 and the \$1700 but Townshend would have to front the money before this happens. Craig made a motion to pull out one half of our Trojan unit and have it replaced by Hallett with a 60 day trial. Motion carried. Deborah was requested to contact Eric Law

b. Tuition rates for FY 11: David made a motion to set the allowable tuition rate for FY 11 to \$12,250. Motion carried. Deborah will contact the Stratton school board.

c. Adopt or discuss Alcohol and Drug Free Workplace Policy (D8): Kim made a motion to adopt the Alcohol and Drug Free Workplace Policy. No discussion. Motion carried.

d. Discuss consent agenda: David distributed a document stating what a consent agenda is. "A consent agenda may be presented by the Chair at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the Board.

e. Discuss School Board Conflict of Interest Policy (B3): This is a policy that is recommended by the VSBA that it be adopted. Craig made a motion to warn the School Board Conflict of Interest Policy (B3). No discussion. Motion carried. Deborah will post.

April made a motion to sign the VSBA Code of Ethics for school board members. No discussion. Motion carried.

f. Employment of School Board member waiver: Steven contacted legal counsel and in the statutes if the person on the board is not regularly employed by the school district then they can still be considered as a substitute.

g. Discuss Educational Support System Policy (G7): Deborah distributed a document from Steven as part of the procedure. Kim made a motion to warn the Educational Support System Policy (G7). Motion carried.

h. Google fiber optics application: David has received no word as of yet. He will keep the board apprised and let them know when he hears something.

#### New Business:

a. Bus Driver backup & Bus repairs: Jeff Russ will be the backup bus driver for TES. A discussion ensued. David wants clarification and his availability and to make sure we avoid the perception to do something for one person and not for the other.

b. Planning for summer maintenance:

i. Chimney repairs: Deborah will talk with Tim Jeffers and have a conversation with him re: getting a bid for a mason to do the work. Deborah will do a contract if everything checks out to make sure he is bonded, insured, etc.

ii. Old Roof (front slate) and front awning repairs: This needs to be looked into and get a bid ready. Deborah has had a conversation with a roofer.

iii. Front Door repairs: Craig said it needs longer screws and hinges. Randy and Craig will work on this.

iv. Oil Tank Removal: Deborah would like some information from the state to see what our options are. David Balk is an environmental engineer. Craig will get Deborah the information. Deborah will come back to the board with her findings.

v. Heating zone to provide winter domestic hot water from boiler: When the boilers were put in it wasn't put out for bid for that. This would have to be estimated out. Deborah will look into this and report back to the board with her findings.

c. Documents required for 6<sup>th</sup> grade trip: Kris is taking her 6<sup>th</sup> grade class to Niagra Falls. David said the board has been asked questions about the trip and the documents required. Kris said she has told all the parents what is needed and if they need further information to please let her know.

Correspondence: David had an article re: cost effectiveness in schools. He distributed this article to all board members. Townshend Elementary School was one of the more cost effective schools in the state.

Upcoming Meetings:

- a. WCSU Governance Committee March 25, 2010, 7pm at Leland and Gray UHS.
- b. WCSU Reorganization meeting March 31, 2010, 7pm at Leland and Gray UHS. Beth, April and David will be attending.

Executive Session: WCSU lawsuit

David MOVED to enter executive session to discuss legal issues. The motion carries and the Townshend School Board entered executive session at 8:19 p.m.

By general consent the Townshend School Board left executive session at 8:47 p.m.

Resolution. The Townshend School Board was informed of the need for a prior legal incident. No current resolution is necessary.

By general consent the Townshend School Board adjourned at 8:48 p.m.

Respectfully submitted,

Judy Hawkins  
Recorder

DRAFT