

TSB Minutes
@ Townshend Elementary School
7:00 pm
7-8-13 Approved

Present: Kim Liebow, Beth Cutts, Brian Schmidt, April Chase, Al Claussen, Members of the Board, Steven John, Superintendent, Deborah Leggott, Principal, Judy Hawkins, Recorder

Call to Order: April called the meeting to order at 7:05 pm

Additions and Deletions: None

Members of the Public: None

Consent Calendar

- a. Principal's report
- b. Adopt F29 Nutrition as amended
- c. Adopt F05 Educational Records
- d. Minutes for June 10, 2013

Consent Calendar was unanimously approved.

Treasurer and financial reports: No report.

Bills and Purchase Order: April made a motion to pay the bills and purchase orders as follows: Payroll PO#65 \$19,266.70, Payroll PO#66 \$11,154.43, Payroll PO#67 \$2,990.34, Payroll PO#68 \$2,143.99, Vendor Warrant PO #6 \$18,800.96 and Vendor Warrant PO #5 (accruals) \$9,015.09. Discussion: None. Motion carried to pay bills and purchase orders as read.

Reports of Administration and Committees:

- a. Policy-None
- b. Technology-None
- c. RED- The only foreseen problem with one of the Articles is with giving the school back to the town for \$1.00. This will be explored further.

Unfinished Business and General Orders

- a. Drop off procedure in handbook-April asked Deborah if it was going to be added to the handbook this year. Deborah said she is sending home a questionnaire in her summer notes. She also plans to have a presentation the first day of school to inform the parents of the drop off procedure. Deborah read the information she put in the summer notes to the board. Steven will work with Deborah to talk about the child developing independence.

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b. WCSU Summer retreat-Year round school calendar will be an agenda item at the Summer Retreat. The Summer Retreat will take place on August 28th. April will follow-up with Emily Long regarding the agenda

New Business:

- a. Borrowing capacity in lieu of taxes-There is an issue with the town appraisal and the tax bills haven't come out yet which are due August 30th. The town seems to have a problem with not getting the money to the school in a timely manner. The dates of collection for taxes has already been set so the board doesn't see why this should be an issue. April, Beth and Brian plan on attending the next selectboard meeting.
- b. WCSU Meeting Academic Showcase review: April reported that the overall presentation was very nice. Brian also attended and he felt the same way as April. Brian felt it would be nice to have more time at each station. At the annual meeting the live presentation of The Laughter Program, Technology, Phonates and Pinellas, Journey East, math, etc. April wished it hadn't been a part of WCSU annual meeting. Brian would like to get the word out to the public about the next academic showcase review. He thinks it would be good for the public to have a chance to see what is going on in the schools.

Correspondence: April had some correspondence for the board. The Water Flow Report from Grace Cottage. The months of May and June both were acceptable for the water usage in the building. April received from Sullivan and Powers a Scope of Services Letter; it is for the upcoming audit. Fee arrangement is \$9,500. Kim made a motion to accept the engagement letter for Sullivan and Powers as auditor for FY 13. Motion carried. The board all signed the engagement letter.

Upcoming Meetings

- a RED Meeting August 7th 2013 at L&G at 7pm Info and Costs.
- b.WCSU Annual Retreat in August details to follow

Executive Session: None

Adjourn: Kim made a motion to adjourn at 8:05 pm

Respectfully submitted,

Judy Hawkins
Recorder