

THETFORD TOWN SCHOOL DISTRICT
Tuesday March 8, 2011
Thetford Elementary School

Elise Tillinghast convened the meeting at 7:00 p.m. in the cafeteria. The following were present: Howard Sussman, Shannon Darrah, Lisa Swett, Charlie Buttrey, School Board; Keith Thompson, TES Principal; Don Johnson, OESU Superintendent; Joe Minichiello, TES teacher.

APPROVAL OF MINUTES:

Minutes from 2/8/11 and 2/22/11 board meetings reviewed MOTION: (Tillinghast/Swett) moved/seconded to approve minutes from the 2/8/11 board meeting (approved with Sussman and Darrah not voting as they were awaiting being officially sworn in as re-elected members); MOTION: (Buttrey/Tillinghast) moved/seconded to approve the 2/22/11 board meeting minutes (approved by Buttrey, Swett and Tillinghast)

APPROVAL OF ORDERS:

MOTION: (Swett/Tillinghast) moved/seconded to approve payable and payroll orders #2194, #2201, #2202 & #2209 (approved by Buttrey, Swett and Tillinghast)

PUBLIC COMMENT & CORRESPONDENCE:

Joe Minichiello inquired of the final modification to the contract regarding teachers' sick bank. Elise stated that the amended language had been forwarded by OESU to the union for final approval.

TES teachers Mary Wunderlich and Joette Hayashigawa arrived at 7:39 p.m.

PRESENTATION OF TES AUDIT by Jane Burroughs, CPA from Fothergill, Segale & Valley

Jane discussed the various revenue and fund accounts. The Board will need to resolve the issue of delineating the special reserve funds as the auditor's figures do not match OESU's balances.

Jane discussed the approved 2011 budget v. year to date spending. As long as the bottom line for the approved budget does not change, a line item in the approved budget can be changed via Board vote without requiring a town vote.

There were 13 adjustments recommended to the Board by the Auditor, three of which were significant. Most of these adjustments/recommendations are due to the lack of upper level of business management at the OESU. There has been a turnover of business managers which has contributed to this problem. To rectify this issue, additional work and funds will need to be infused into the OESU business office. If the business manager is already behind and using stop gaps (putting out fires), s/he will never get to the larger financial picture and get caught up with reconciliation. Need the business manager to work with the accountants.

The Board would like an estimate for quarterly reviews by said Auditor to ensure reconciliations are completed in an accurate manner. Elise will check back in with Jane to see if she can assist with this and what the cost would be for such an undertaking

The final bill for this audit was questioned. The bid of \$9,000.00 assumed basic reconciliation and unfortunately unanticipated reconciliation efforts were needed. The final bill was higher because of the complexity involved in reviewing OESU's accountings.

TEACHER PRESENTATION:

Joette Hayashigawa and Mary Wunderlich Outdoor Classroom: Friends of Thetford Education had its funding meeting and looked at what projects could be funded. The outdoor classroom has been funded for \$1,000. Joette and Mary presented their project of the outdoor classroom and increased gardens to the board which included location, drawings/map of the plan, time frame and plans for construction and its utilization by the students of TES. The plan was highly praised by the board and ideas for further funding were discussed. The Board will be preparing and submitting a Grant Proposal to CVPS on behalf of Thetford Elementary School's students and teachers for further funding of the outdoor spaces, classroom and gardens.

THETFORD ACADEMY REPORT: No report.

PRINCIPAL'S REPORT:

Keith noted that TES hosted an African cultural residency last week featuring drumming, cooking, art, and dancing. A good time was had by all.

Mud season madness starts today, is being held on Tuesdays and Wednesdays this month, and is going well.

Keith had discussion with Dave McGinn (TA Head of School) and Dave Lindahl (trail guru) regarding trails around TES, and would like to connect TES to TA via a trail system, having it work its way into the town, etc.

TES is hosting its first movie night coming up in a couple weeks and we need to recognize the PTO as the organizers of this event. It will be in the gym with sleeping bags, pillows, snacks, etc.

The bidding process for bus contracts has begun with bids due back March 18th. This bid was handled by the business office at OESU, and we are soliciting bids from Butler, First Student and Barre Transportation. Elise thought First Student was a done deal but now it is not. It was not revealed to the School Board the First Student deal was contingent on the other schools within the Orange East Supervisory Union signing on with First Student. OESU thinks all of the bids will actually come in lower than the 2% increase budgeted for transportation costs. We will get a new rookie driver with First Student as our veteran driver has gone to Butler. If Butler gets the bid, we may get back our veteran driver. It is not a joint bid with OESU and OESU is not making the decision for us. Bids are due on the 18th, and a decision can be made at the March 22nd School Board meeting.

Discussed NECAP results. Thetford Elementary is working with Nicole Ferret, a math consultant, to improve the math program. They are looking at the programs in terms of what a teacher can accomplish throughout the year, and overall comprehension of subjects like geometry and algebra.

SUPERINTENDENT'S REPORT:

Don reported that the OESU is currently interviewing two candidates for a special education coordinator. There are also vacancies in the principal position at Oxbow High School and the human resource director position at OESU. Search committees have been formed for both of these positions.

OESU is also considering two possible locations for its headquarters, the CCM property being one of them.

SWEARING IN OF NEW MEMBERS:

Dolores R. Wilkes, a Vermont Notary Public, swore in returning Board members Howard Sussman and Shannon Darrah. Elise Tillinghast was sworn in earlier in the day by Tracy Borst, Vermont Notary & Thetford Town Clerk.

APPROVAL OF MINUTES:

Minutes from 2/17/11 board meeting reviewed MOTION: (Tillinghast/Sussman) moved/seconded to approve minutes from the 2/17/11 board meeting (approved by Sussman, Swett and Tillinghast; Buttrey and Darrah abstained as they had not attended that meeting).

NEW BUSINESS:

Keith presented a contract for Martha Shaw to be hired as a long term substitute MOTION: (Tillinghast/Buttrey) moved/seconded to present a contact to Martha Shaw for said position (unanimous approval).

BOARD ORGANIZATION:

MOTION: To appoint Elise Tillinghast as board chairwoman (Sussman/Darrah) moved/seconded (unanimous approval)

MOTION: To appoint Shannon Darrah as assistant chairwoman (Tillinghast/Sussman) moved/seconded (unanimous approval)

MOTION: To appoint Shannon Darrah as representative to TA Board (Buttrey/Sussman) moved/seconded (unanimous approval)

MOTION: To appoint Charlie Buttrey, Howard Sussman, Elise Tillinghast as OESU representatives (Darrah/Swett) moved/seconded (unanimous approval)

MOTION: To appoint Lisa Swett as Clerk (Tillinghast/Buttrey)
moved/seconded (unanimous approval)

SCHOOL BOARD PRIORITIES FOR UPCOMING YEAR: Tabled
discussion until next meeting

MOTION FOR ADJOURNMENT: MOTION: (Tillinghast/Swett)
moved/seconded to adjourn (unanimous approval)

NEXT MEETING: March 22, 2011, 7:00 p.m. Thetford Elementary
School

RESPECTFULLY SUBMITTED,

Lorrie Wilkes,
Minutes Clerk

These minutes were approved by the Board on March 22, 2011.