

THETFORD TOWN SCHOOL DISTRICT
Tuesday, April 10, 2018
Thetford Elementary School

DRAFT MINUTES

Shannon Darrah convened the meeting at 6:32 p.m. The following were present: Julie Acker, Charlie Buttrey, Shannon Darrah, Scott MacPhee, School Board; Kevin Petrone, TES Principal

PUBLIC PRESENT: None

AGENDA REVIEW: Agenda approved with amendments.

MINUTES REVIEW: MOTION: (Buttrey/Acker) moved/seconded to approve the minutes of the March 27, 2018 Board meeting as amended (unanimous approval).

REVIEW AND APPROVAL OF ORDERS: MOTION: (Acker/MacPhee) moved/seconded to approve accounts payable orders # 6388 and 6399, and payroll warrants # 6385 and 6398 (unanimous approval).

Follow up to the GMP bill discussion: The TES office staff researched the electric bill. TES ran out of credits during the winter because not enough solar energy was generated to offset charges. The total due is \$1,466.

PUBLIC COMMENT/CORRESPONDENCE: See Principal's report

DISCUSSION WITH LYN FISHER RE: ROLE OF SCHOOL TREASURER: Fisher is the treasurer at Oxbow. Town treasurer, Jill Graff, has been acting as TTSD's treasurer, but is leaving her position June 30. Graff has encouraged the Board to have their own treasurer. Fisher explained she was appointed to her position by the Oxbow board, and has been in her role for a little less than one year. She previously worked for OESU for 16 years. She goes to Oxbow three days per week. Her duties include processing payables and deposits, mailings, payroll, signing checks, interfacing with sending schools, and serving on the scholarship committee for Oxbow graduates. She earns ~\$4,500 annually. She is also OESU's treasurer, but has fewer duties which take less time. She does not participate in the audit. Fisher advised that the treasurer needs to work closely with the town clerk. Petrone stated that Cynthia O'Dell in the TES office currently performs similar tasks, and has close contact with OESU and the town treasurer. Buttrey asked if there would be a conflict for O'Dell to serve as treasurer. The Board can appoint someone. Darrah stated the Board could build the position as they wish. Petrone recalled Graff spends about 4 hours per week on TTSD business. Acker stated one of Graff's concerns was the disconnect between signing the checks and the warrants. Someone who works closely with the school would increase awareness of finances. Discussion will continue at the next meeting.

BUS MATTER: Bill Bugg was present. He spoke with Darrah this morning regarding busing. Bugg explained that TA has been reaching out to Chelsea students because Chelsea now has high school choice. Bugg stated he is not expecting any immediate action from the Board. There is a bus driver shortage across the region, including Butler (serves TTSD) and Pierson's (serves the non-Thetford students). There is interest from Chelsea students to attend TA. Bugg has heard from some Chelsea families that their students will attend if TA provides transportation. Bugg suggested various changes to current bus routes so that Chelsea can be included. He assured the Board that TA would pay for any additional distances. Darrah responded that the Board needs to consider bus capacity and the length of the routes. Discussion followed. Bugg estimated it would cost \$25,000 – \$30,000 to add Chelsea to the Topsham route. Bugg pointed out the most direct route to TA from Chelsea is Rt. 113. Chelsea students need to decide where they will attend high school soon, pending transportation decisions. Darrah stated that long term perhaps there could be four bus routes, but that can not happen next year because nothing more can be added to the budget and data is needed. Perhaps a temporary solution can be made for next year, followed by a new long term plan. Petrone will talk to Butler Bus and will follow up with Bugg. This will be on the agenda for the next meeting.

PRINCIPAL'S REPORT (Kevin Petrone): Correspondence was received from two parents regarding the last day of school, which is currently a half day on Monday, June 18. They proposed changing the last day of school from June 18 to the previous Friday, and having an extra school day on April 13. April 13 is scheduled as a parent-teacher conference day and there are already ~70 conferences scheduled. Darrah will respond that it is too short notice to reschedule April 13. TA rescheduled March 30 from no school to a half day. TA made it very clear on their calendar that day could be rescheduled as a school day depending on the number of snow days. April 12 is 6th grade game night at TES, students vs. teachers, following a pizza dinner. Spring vacation is next week. A new phone system will be installed by PhD Communications from Nashua. Just this week three phone lines stopped working. On April 25, 6:30 – 8:30, TES will host a community forum to discuss special education funding and student needs. School psychologists Cynthia Dale and Ray Chin will facilitate the meeting with Petrone. Chin will give a presentation about external factors affecting kids today. Marla Ianello, early childhood program coordinator from OESU, and local pediatricians will also participate. There may be food and babysitting. 6th graders will tour TA on Friday, April 27. Some students have already visited. Teachers are piloting math programs and the math committee will hear feedback in early May. Petrone thanked the teachers for their cooperation. TES received \$6,000 in Medicaid grants to support health and wellness for all students next year. This pays for the summer gardens manager to harvest and freeze produce. TES will buy new bikes and helmets. The current conference room will become a sensory room, serving as a space for students who need to take a break or do some physical activity during the day. There are currently 22 incoming Kindergarten students.

THETFORD ELEMENTARY SCHOOL WEBSITE DISCUSSION: Acker thinks it is worth revamping the TES website. She would like to discuss this with interested people in the school. Working on the website would take extra time and probably should be a paid job. Petrone agreed

the current website is old and difficult to maintain. Many teachers have separate websites. Discussion will continue at the next meeting.

DISCUSS PROPOSED TOPICS FOR JOINT MEETING WITH TA BOARD OF TRUSTEES: Proposed dates are May 21, 22 or 23. Darrah has suggested topics such as collaboration between math programs, an update on special education services, and trends of students who move out of the area or tuition out of TTSD. Darrah would also like to discuss the salary schedules for each school and have a side-by-side salary and benefit package comparison. This subject has been discussed at past TA board meetings but without any supporting data. SBAC scores could also be discussed.

BEGIN PLANNING FOR NEW STRATEGIC PLAN FOR TTSD: Darrah stated TTSD is seeking a TA trustee member and a TA student to serve on this committee. Darrah hopes the VSBA can advise the process. This will be an agenda item for the next meeting.

EXECUTIVE SESSION (Para educator negotiations): MOTION: (Buttrey/MacPhee) moved/seconded to go into Executive Session at 7:52 p.m. to discuss para educator negotiations, the premature dissemination of which may place the Board at a substantial disadvantage. Out of executive session at 8:09 p.m. No action taken.

ADJOURNMENT: MOTION: (Acker/MacPhee) moved/seconded to adjourn the meeting at 8:10 p.m. (unanimous approval).

FUTURE MEETINGS:

4/24/18 Thetford Town School District Meeting

6:30 p.m.

RESPECTFULLY SUBMITTED,

Amy Bosco, Minutes Clerk

These minutes are not official until approved by the School Board.