

THETFORD TOWN SCHOOL DISTRICT
Tuesday November 29, 2011
Thetford Elementary School

DRAFT MINUTES

Shannon Darrah convened the meeting at 7:04 p.m. in the Art Room. The following were present: Shannon Darrah, Howard Sussman, Lisa Swett, Charlie Buttrey, School Board; Keith Thompson, TES Principal; Beth Cobb, OESU Assistant Superintendent; Elise Tillinghast at 7:20 p.m.

OTHERS PRESENT: Joe Minichiello, teacher, Alison Ellsworth, teacher, Wanda Vaughn, paraprofessional, Virginia Stone, administrative assistant, Phil Chaput, PE teacher

APPROVAL OF MINUTES:

Minutes from 11/8/11 board meeting were reviewed. MOTION (Sussman/ Buttrey) moved/seconded to approve minutes from the 11/8/11 board meeting (unanimous approval).

APPROVAL OF ORDERS:

MOTION: (Swett /Buttrey) moved/seconded to approve payroll order # s 2613, 2636 and 2640 and payables #s 2639, 2630 and 2638 (unanimous approval).

PUBLIC COMMENT & CORRESPONDENCE: None

DECEMBER SCHEDULE: Buttrey, Sussman, Swett and Tillinghast will attend the December 5th OESU Carousel meeting. Thetford School Board meetings will be December 13th and the 20th and January 10th, 17th and the 24th.

REPORTS:

THETFORD ACADEMY REPORT: Shannon Darrah

TA Trustees met for the final search for headmaster interviews. No candidate was chosen by the Trustees and thus the search will re-open. Buttrey is happy to participate in this search committee again but will open it

up to the other Board members. Buttrey is enthusiastic about continuing on the committee and it was decided by the Board that Buttrey would remain on this search committee.

Trustees are working on the TA budget and at next Thetford Board meeting Darrah will give an update.

PRINCIPAL'S REPORT: Keith Thompson

Assemblies: There were two assemblies since the last Board meeting, Veterans Day and Geography Awareness. Both were very successful and involved the community. The Veterans Day assembly had 20 veterans present. Geography Awareness Week went really well with community members coming in and talking with students. There were five community members speaking. The governor of Vermont, Peter Shumlin was present at the assembly. He talked about what the students had done and what the awareness week was about. TES students were the MCs for this event and did a great job. Working with TA on this project was also very successful.

On November 15th Thompson went to a literacy workshop. There will be math workshop tomorrow for principals and teachers. For literacy there are eight sessions throughout the year. Thompson will attend the first few and then other TES faculty. Nothing is recommended as yet for books by Common Core. Tillinghast questions what is brought back to the school from these workshops. Cobb discusses awareness for the faculty as to when changes will take place in instructional mathematics and what units to give focus. For literacy the trend/change is to move towards non-fiction. The first two meetings were full days but in the future will be one half day instructional and the second half will be an OESU Team focusing on areas to bring back to the faculty. There is also a great deal of networking with other teachers. The year for new standards to take place is 2014 and K-1 is happening now.

Ski program alternatives: The Leadership Advisory Team has moved ahead and developed an alternative to the ski program with four activity choices. In lieu of the ski program and going home the students will pick two alternatives which each run for three weeks. One alternative is a robotics program. There will be other indoor and outdoor activities. The alternative programs will run for the 1-3 PM slot. Approximately 40 students are expected to participate.

OESU SUPERINTENDENT'S REPORT: No report

BUDGET: Sharon Stearns, from OESU financial management was not able to attend this evening as planned to begin work on the TES budget. Thompson and Virginia Stone, Administrative Assistant, produced a Fund Balance document which was distributed to the Board. Discussion ensued regarding the document. The numbers reflected were taken from the last audit documents.

PRINCIPAL JOB DESCRIPTION: A draft position description was distributed to the Board. Buttrey reviewed the description in detail and there was discussion regarding all aspects. Amendments to the draft were discussed and a final draft will be presented at the next Board meeting. The document will be amended by Buttrey and Sussman. Input was solicited from Thompson as to the description's appropriateness of expectations and length.

MOTION to go into Executive Session to Discuss Principal's Contract Negotiations (Buttrey/Sussman) at 8:10 p.m. Out of executive session at 8:40 p.m. No action taken.

MOTION to go into Executive Session to discuss OESU Personnel (Buttrey/Darrah) at 8:41 p.m. Out of executive session at 9:10 p.m. No action taken.

MOTION to go into Executive Session to discuss Teacher Contract Negotiations (Sussman/Buttrey) at 9:11 p.m. Out of executive session at 9:30 p.m. No action taken.

MOTION FOR ADJOURNMENT: MOTION: (Buttrey/Tillinghast) moved/seconded to adjourn at 9:30 p.m. (unanimous approval).

NEXT MEETING: December 13, 2011 at 7:00 p.m.

RESPECTFULLY SUBMITTED,

Lorrie Wilkes,
Minutes Clerk

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