

THETFORD TOWN SCHOOL DISTRICT
Wednesday, May 14, 2019
Thetford Elementary School

APPROVED MINUTES

Shannon Darrah convened the meeting at 6:36 p.m. The following were present: Julie Acker, Charlie Buttrey, Shannon Darrah, Donna Pluta, Megan Snider, School Board; Colin McLaughlin, Interim TES Principal

PUBLIC PRESENT: Stuart Rogers, Johnathan Brown (TA Director of Buildings and Grounds)

AGENDA REVIEW: Agenda approved with amendments.

MINUTES REVIEW: MOTION: (Acker/Buttrey) moved/seconded to approve the minutes of the April 24, 2019 Board meeting as amended (Pluta abstained; unanimous approval).

REVIEW AND APPROVAL OF ORDERS: MOTION: (Acker/Snider) moved/seconded to approve accounts payable orders # 7065, 7051, and 7025, and payroll warrant # 7035 (unanimous approval).

PUBLIC COMMENT/CORRESPONDENCE: Parent Ashley Jamele inquired about offering preschool at TES. There are no local programs that serve children for only the subsidized 10 hours per week, which means Jemele has to pay the minimum rate above the 10 hours. Buttrey has always been interested in starting a preschool program at TES. However, parents would not be obligated to enroll their children. Even though there might be space in the building, it is not currently realistic to start a program. Acker added Thetford is fortunate to have several local qualified programs. This is not true in other towns, which has prompted those communities to develop in house preschool. The conversation is not closed, but preschool definitely will not happen for next year. Darrah will respond to Jamele. McLaughlin received a letter from custodian, Barbara Wilson, indicating her plans to retire at the end of the current contract year effective June 30, 2019. The Board expressed enormous gratitude for her 41 years of dedicated service, always done with a smile.

TA REPORT: (Darrah): There was discussion and approval of the partnership agreement with TTSD. The TA Board was agreeable to TTSDs requests and edits. Discussion followed regarding interest charged on unpaid balances after 30 days. The only times TTSD has paid tuition late is when the State has not paid TTSD on time. Buttrey suggested adding a line stating charging interest is void if the State is late. The federal standard is to allow a 90-day grace period. Buttrey may attend the next TA Board meeting.

PRINCIPAL'S REPORT (Colin McLaughlin): The school play was last week. The production was well done with parents instrumental in making it happen. The kids got a great experience.

McLaughlin and the incoming principal, Chance Lindsley, plan to meet weekly. Lindsley starts July 1. McLaughlin distributed a draft calendar for next year, which is almost the same as OESU's calendar. He has discussed the calendar with TA. The new TES website is up and running! Thetfordelementary.org McLaughlin asked about follow up regarding a stipend for Michele Hastings for website development. OESU administration is investigating.

REVIEW OF TRAILHEAD PROJECT AND PEDESTRIAN PROJECT UPDATE &

OTHER BUILDING MAINTENANCE PROJECTS: Moving forward, Darrah would like to pay more attention to the building and grounds and incorporate anticipated projects into upcoming budgets. TES is transitioning oversight to TA. Rogers reported on the two upcoming projects: the trailhead/parking lot and pedestrian sidewalk. Fuss and O'Neill is the engineer, and Northwoods is the contractor for both projects. The original trailhead project aimed to connect a new designated trailhead at the TES parking lot to Thetford Center, but did not have right of way easements granted by private land owners. Since after a period of time if the project is not completed a town has to repay federal money, the town applied to use the remaining funds to develop the TES parking lot as a trailhead for Mimi's trail and the TA trail. There will be designated parking spots for the trailhead. The parking lot and the circle will be resurfaced including new lines. The catch basins will also be corrected. The pedestrian sidewalk project will connect the school, the library, the church and Houghton Hill. The anticipated start date for both projects is Monday, June 24 and is expected to be complete before school starts in August. Work is scheduled for 7 – 5:30 M-F. No work on Saturday unless need to catch up due to poor weather. The recreation department is aware. The dumpsters will need to be permanently relocated. The new bridge between the library and TES will be very different. The bridge needs to be 5 feet wide in order to be ADA compliant. No footprint is allowed in the nearby wetlands, which means the bridge will be 20 feet long. TES can be accessed from the back. The playing fields will be accessible. McLaughlin reported summer school will take place at TA. TTSD owns the playing fields but the town maintains it. Brown plans to sample soil on the fields for potential grass treatment. Septic work will begin at the earliest in June after school is out. A pipe in the sand filter needs to be replaced, the manifolds need to be reorganized, and the 25 year old pumps will be replaced. There will be remote access to the pumps at the school. Tank covers will be replaced with green caps. Solar array brush hogging needs follow up. The plan had been to do it in stages. Brown will take a look. Gym floor resurfacing is a future project but is not urgent. Darrah stated that ideally the principal will not have to deal with many facilities issues. Discussion followed about maintenance of equipment. Brown uses a computer program called Schooldude that generates work orders, keeps projects on track, schedules projects and communicates with staff. Brown plans to introduce the program to TES staff. The urinal in the lower wing still needs repair. Brown suggested capping it and doing without that one urinal because the pipes are buried in concrete. There are two toilets and one functioning urinal in that bathroom. The bathroom may need to be gutted.

SCHOOL SECURITY SAFETY GRANT DISCUSSION: Brown stated TA received a state grant for window film and security cameras. At TES there is a camera outside the front door, but no other cameras and no film on windows. Brown stated this year schools can apply for safety

assessments. A full assessment may include a physical survey of building and grounds, interviews with staff, drill procedures, with recommendations. TA's campus is different because of many buildings. The VSBIT audit already conducted at TES was focused more on insurance issues and facilities, such as playground safety. The state got the grant from homeland security. A memo from the Secretary of Education dated April 25 outlines three application phases over 16 months. Discussion followed about the process. Darrah will ask Knisley to follow up.

EXECUTIVE SESSION (Teacher Contract): MOTION: (Darrah/Buttrey) moved/seconded to go into Executive Session at 8:08 p.m. to discuss a teacher contract. Out of executive session at 8:25 p.m. No action taken.

EXECUTIVE SESSION (Principal Contract): MOTION: (Buttrey/Acker) moved/seconded to go into Executive Session at 8:26 p.m. to discuss a Principal Contract. Out of executive session at 8:56 p.m. No action taken.

ADJOURNMENT: MOTION: (Buttrey/Acker) moved/seconded to adjourn the meeting at 8:56 p.m. (unanimous approval).

FUTURE MEETINGS:

05/28/19 Thetford Town School District Meeting

6:30 p.m.

Minutes Prepared By:
Amy Bosco, Minutes Clerk

RESPECTFULLY SUBMITTED,
Julie Acker, Board Clerk