

**APPROVED**

**TWINFIELD UNION SCHOOL BOARD MEETING MINUTES**

**Tuesday, January 28, 2014, 7:00 p.m.- 9:00 p.m., Twinfield School Library**

**PRESENT:** Patrick Healy, Monica Light, Dan Gadd, Anh Ducharme, Jill Wilson; Administration: Nancy Thomas, Superintendent; Pat Knoerl, Curriculum Director; Christina Kimball, Business Operations Manager; Gus Dibble, Business Manager; Mark Mooney, Principal; Student Representatives: Christin Martin, Erin Hall; Absent: Michael Nobles, Bob Gulardo

**Call to Order** Patrick Healy – 7:00 p.m.

**Public Input**

A Marshfield resident referenced a letter parents received which stated that Twinfield Union School did not meet NECAP AYP in math and reading. Tim asked what is required under federal law to improve and what the timeframe is. Pat noted that the letter Tim referred to is specific to offering tutoring services outside of the school setting. Nancy and Pat explained the action plan in place to address student performance, teacher training, and instruction. The school improvement plan can be reviewed on the website.

Another Marshfield resident asked when the audit report will be available for the public to view, Gus responded that it should be finalized next week.

**Consent Agenda**

- a. Approve January 21 minutes – Under **Board Discussion item a.** correct the amount of increase to read 1.94%. Dan Gadd moved to accept the minutes as amended, Monica seconded – unanimously approved.

**Reports**

- a. **Superintendent Report** - Nancy Thomas
  - None
- b. **Principal Report** – Mark Mooney
  - Katharine Mayo has been awarded 2<sup>nd</sup> place in the state-wide essay contest.
- d. **Student Report** – Christin Martin, Erin Hall
  - Second semester has begun
  - During the early release day on Thursday, January 16, the high school students took part in PBIS day, working with elementary students on the theme of Respect.
  - Today there was a field trip to NRG conference in Hinesburg.
  - National Honor Society is holding a Valentine’s raffle to raise money for education opportunities for children in Africa.
  - Student Council is meeting regularly, they are planning spirit day and winter carnival.
  - Auditions will be held on Friday for the musical Godspell, open to grades 7-12.

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### Board Discussion

#### a. FY14 Update – Christina Kimball

- Christina presented the FY14 budget to date. Expenditures are on track. The board accepted the budget as presented.
- Monthly budget reports will be presented at the second board meeting of each month.

#### b. Finalize FY15

- Proposed budget of \$6,811,455.
- Currently 1.85% increase in budgeted expenditures. A tax increase for Marshfield of 8.42% and 3.97% tax increase for Plainfield.
- Patrick asked for thoughts on the final budget amount.
- Community member asked about the Food Service budget. Patrick asked administration to present an outline of the Food Service budget at the next meeting.
- Community members in support of the budget spoke appreciatively of Twinfield Union School, its faculty, staff and programs.

#### c. Spanish Trip Request – Mark Mooney

- Spanish 4 class would like to begin fund raising in hopes of travelling to Peru.

#### d. Warning for Annual Meeting – Nancy Thomas

- Nancy reviewed the Articles and explained their purpose.
  - Article 5 is the same as in previous years. Voted by Australian Ballot
  - Article 6 is to hold any audited fund balance by authority of the board to move audited fund balances forward. Voted by Australian Ballot
  - Article 7 is to borrow money not to exceed stated amount for deficits in capital fund and food service. Voted by Australian Ballot
  - Article 8 is to borrow in anticipation of the Tax Anticipation Note. Not voted by Australian Ballot – can ask for vote at annual meeting to make this and Australian Ballot article.
- The Board discussed the wording of Article 6 regarding the audited fund balance being deposited into the capital fund or the reserve fund.
- Jill moved to change Article 6 to reflect that any audited fund balance would be held in the capital fund, Anh seconded.
- After much discussion the Board stated that if Article 6 stays as written, any audited fund balance held in the reserve fund will go to the capital fund deficit. The motion to change the wording was denied 4 to 1 with Jill Wilson voting favorably for the change in wording.
- Patrick moved to accept the warning as written, Dan seconded – unanimously approved.

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**Board Action**

- a. Approve FY 15 Budget - Monica moved to accept the \$6,811,455 budget, Dan seconded – motion approved 4 to 1 with Jill Wilson voting against the proposal.
- b. Spanish Trip Request - Patrick moved to table this discussion until February 11 meeting when the Spanish teacher can be available to present the trip plan, Monica seconded – unanimously approved.

**Adjournment** - 9:50 p.m.

Respectfully Submitted

Sylvia Charron, Transcriber