

APPROVED

TWINFIELD UNION SCHOOL BOARD MEETING MINUTES

Tuesday, March 11, 2014, 7:00 p.m. – 9:00 p.m., Twinfield School Library

PRESENT: Patrick Healy, Jill Wilson, Monica Light, Dan Gadd, Dan Towner, Anh Ducharme;
Administration: Nancy Thomas, Superintendent; Mark Mooney, Principal; Student
Representatives: Erin Hall **Absent:** Bob Gulardo, Christin Martin

Call to Order: Nancy Thomas – 7:05 p.m.

Reorganization of the Board

- a. Election of Chair - Monica Light nominated Patrick Healy, Dan Gadd seconded – Patrick Healy elected Chair.
- b. Election of Clerk/Vice-Chair - Dan Gadd nominated Monica Light, Dan Towner seconded – Monica Light elected Clerk.
- c. Election of 3 WNESU representatives – Dan Gadd offered to remain, Jill Wilson offered to remain, Patrick Healy offered to remain – Monica Light nominated all three, Dan Towner seconded – Dan, Jill, Patrick elected to WNESU Board.
- d. Select regular meeting date and time – Dan Gadd moved to hold meetings on second and fourth Tuesday each month, at 7 p.m., Patrick Healy seconded – approved
- e. Select official newspapers and posting locations – Times Argus, Washington World and Hardwick Gazette are official newspapers, Plainfield and Marshfield Post Offices, Plainfield and Marshfield Town Clerk, Marshfield General Store are warning posting places. A public request was made to post on Front Page Forum thru Sylvia in Central Office. Patrick recommended to include Front Porch Forum for posting – the board agreed to the above list.
- f. Authorize Superintendent to sign employment contracts on behalf of the Board – Monica Light moved to authorize, - discussion – Patrick Healy moved, Dan Gadd seconded – unanimously approved to authorize the Superintendent to sign employment contracts on behalf of the Board.
- g. Committee Assignments – Committee Meetings are held at 6:15 p.m. on the night of the Board meeting.
 - Negotiations – Patrick Healy will remain.
 - Facilities – Dan Gad, Patrick Healy, Jill Wilson will serve on this committee.
 - Policy – Jill Wilson, Dan Towner, Monica Light will serve on this committee.
 - Finance – Anh Ducharem, Monica Light, Jill Wilson will serve on this committee.
- h. Appoint representative to Barre Tech Advisory Committee – Jill Wilson nominated Patrick Healy, Dan Gadd seconded – unanimously approved.

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Public Input

Lori Martin, Marshfield resident expressed concern over a coach's poor communication of the cancellation of a Saturday practice. Several players did not receive that notification and waited unsupervised, for the coach. Mark Mooney will follow up with Lori, Athletic Director and Coach.

Joanne Martin was introduced as the new treasurer for Twinfield Union School. She will work closely with Christina Kimball. Monica welcomed Joanne and thanked her for taking on the position.

Consent Agenda

- a. Approve February 25 – Discussion: Dan Gadd questioned the statement *revenue and expenditure are up*. Nancy explained that in the special ed funding formula, the school will receive more revenue than originally planned when expenditures are higher than originally planned. Nancy will send a summary of the funding formula to the board. Sylvia will provide February 25 meeting packets to Monica and Dan Towner. Sylvia will file monthly financial reports with approved meeting minutes. Jill asked for the board to receive board packets electronically prior to meetings. Jill moved to accepted minutes as written, Dan Gadd seconded – unanimously approved.

Reports

- a. Superintendent Report - Nancy Thomas
 - Nancy invited board members to attend the March 17 School Board Association, School Governance Meeting to participate in the discussion regarding proposed legislation.
- b. Principal Report – Mark Mooney
 - As a League of Innovative Schools member, Twinfield is doing self-assessment. Mark, Debra Stoleroff, Mary Whalen, Charlie Wanzer will represent the school in Massachusetts on March 20 and 21 at the NECSS conference.
 - Lighting project continues. The library plans needed revision, new parts were ordered. Dean Deasy is doing a great job with installation. The project should be complete over the next several weeks.
 - Jill asked if project is within budget, Mark noted a small increase in cost due to plan revision.
 - Jill asked for term begin and end dates be added to the website calendar.
 - Mark explained an approach to aide students with failing performance. Students will be assigned to support center for academic help.
 - Jon Gailmour, recent artist-in-residence presented a wonderful performance of songs written by students in grades K-6. Energy was the theme.

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- Mark thanked student reps Erin Hall and Christin Martin for their participation on the board. Mark would like their feedback about this experience.
- d. Student Report – Erin Hall
- Spirit week and Winter Carnival were very well liked by all.
 - A Secure-the-Building drill went well.
 - J-term discussions have begun.
 - Godspell will be performed at TUS on May 1, 2, 3. Students and community members from Twinfield School, U32, Montpelier, Cabot make up the cast and crew.

Board Discussion

- a. Review of Annual Report and Budget Process, ideas for next year
- Patrick asked the group to go through the Twinfield Union School Annual Report and identify areas of improvement and inclusion.
 - After page-by-page review, the board provided feedback to the Sylvia for preparing, formatting and collating the Annual Report for next year.
- b. Board Procedures, Code of Ethics
- Patrick asked for member to review as homework for next meeting.
- c. Committee Goals
- Facility meeting March 25, 2014 at 6:15 p.m. in the library.
 - Patrick asked for all committees to propose short term goals (to be accomplished by summer) and long term goals (to be accomplished through the year).

Board Action

- a. Act on Teacher Resignation
- Betsy Zeigler has announced her retirement and will resign effective June 30, 2014.
 - John Harrison will not be renewing his contract next year; he is resigning to explore other musical endeavors.
 - Nancy recommended the board accept these resignations.
 - Patrick moved to accept, Jill seconded – unanimously approved.

Executive Session

Adjournment - 8:45 p.m.

Respectfully Submitted

Sylvia Charron, Transcriber