

**APPROVED**

**TWINFIELD UNION SCHOOL BOARD MEETING MINUTES  
Tuesday, April 8, 2014, 7:00 p.m. – 9:00 p.m., Twinfield School Library**

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

**Call to Order and Introductions** Patrick Healy – 7:07 p.m.

**Public Comment**

None

**Consent Agenda**

- a. Approve March 25, 2014 Minutes – Under **Consent Agenda** item b. correct the year to read 2014. Jill moved to approve the minutes as amended, Dan Gadd seconded – unanimously approved
- b. Add standing agenda item under **Reports** – Committee Report

**Reports**

- a. **Student Report** – Christin Martin
  - A suicide prevention workshop was held on April 8, 2014 to bring awareness to students on how to deal with the topic. The students found it to be meaningful and helpful.
  - Parent teacher conferences will be held on April 11, 2014.
  - SADD is planning a seat belt check for the end of the school year.
- b. **Superintendent Report** - Nancy Thomas
  - Nancy Thomas took a moment to inform the board of the unexpected passing of a Cabot staff member on Friday, April 4, 2014.
  - Twinfield Union School faculty member, Linda Dickson will be retiring at the end of the school year.
  - Nancy distributed the Harassment Policy. She explained that in an independent review, the policy was found to need two additions to comply with federal law. The two elements of the policy needing to be added are:
    - Page 2 of the policy, two footnotes to be added,
    - Page 6 of the policy, under item VI, third paragraph was inadvertently omitted, that paragraph has been added.
    - Nancy asked the board to review the policy, this will be discussed at the April 22, 2014 board meeting.
  - School choice lottery was held last week, Twinfield Union School will receive a total of 6 in-coming students. There are four out-going Twinfield students; 2 students to attend Harwood Union High School and 2 students to attend U32, two students were wait-listed.
  - Kathleen Kesson from the School of Education in Brooklyn NY will be conducting a study of our Renaissance Program during the 2014-2015 school year. She will be looking at the impact of this program on current students, graduates and families. We are looking forward to learning the strengths and areas for improvement of our program.
  - Nancy updated board members on Bill H-883-School Governance. The Bill has momentum and support of the Principals Association and Agency of Education. A hearing will be held at the statehouse on April 9 to discuss this Bill. Bill H-889 makes a number of finance changes.

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### c. Principal Report – Mark Mooney

- The independent review of a harassment complaint found that our procedures are good and we are following them appropriately.
- The third suicide prevention Workshop was held on April 8, 2014 with grades 11 and 12, students were engaged and feedback was good.
- Mark reported on the progress of work with the League of Innovative Schools (LIS). In order to benefit from financial grants available, the Board Chair will need to sign off, as well as needing parent and student support. A presentation of the steps Twinfield Union School is taking will be given to the board at a future meeting.
- Planning and preparation for a Learning Center for students struggling academically and for enrichment is underway.

### d. FY14 Budget Review – Christina Kimball

- Revenue is higher than budgeted due to some prior year revenue and the Efficiency Vermont rebate to cover the first payment of the lighting project.
- Expenditures have not seen many changes since the last report. There are additional special education expenses due to new students and changes in individual plans.
- Bottom Line – as projections stand to date we are looking are roughly a \$14,000 surplus.

## **Board Discussion**

### a. Meeting Norms and Rules of Order

- Nancy distributed Roberts Rules: Procedures for Small Boards and a list of Norms for conducting meetings for consideration.
- The group discussed these points and drafted Rules and Norms by which to conduct board meetings.
- These Rules and Norms will be provided to board members at each meeting.

### b. 8<sup>th</sup> Grade Canoe Trip – Mark Mooney

- Mark explained the annual 8<sup>th</sup> Grade Canoe trip to the Adirondacks May 27-30, 2014

### c. Sick Bank Request – Nancy Thomas

- Nancy recommends approval of a request from the Teacher's Association of sick bank donations for an employee who has reached her limit and has a need to take time for a family member.

## **Presentation**

Common Core Math – Pat Johnson Knoerl – postponed to April 29, 2014 meeting

## **Board Action**

- Act on 8<sup>th</sup> Grade Canoe Trip Request – Jill moved to approve the trip, Dan Towner seconded – unanimously approved
- Act on Sick Bank Request – Dan Gadd moved to accept Nancy's recommendation, Jill seconded – unanimously approved
- Sign Diplomas – Board members signed diplomas during the course of this meeting.

**Executive Session** – No executive session called

**Adjournment** - 9:07 p.m.

Respectfully Submitted

Sylvia Charron, Transcriber