

APPROVED

TWINFIELD UNION SCHOOL BOARD MEETING MINUTES
Tuesday, August 13, 2013, 6:30 p.m.-8:30 p.m., Twinfield School Library

PRESENT: Board Members: Patrick Healy, Michael Nobles, Monica Light, Dan Gadd;
Administration: Nancy Thomas, Superintendent; Pat Knoerl, Curriculum Director; Mark Mooney, Principal; Absent: Jill Wilson, Anne Nadel-Walbridge, Bob Gulardo

Call to Order - Patrick Healy called the meeting to order at 6:30 p.m.

Public Input - None

Consent Agenda

- a. Approve June 25, 2013 Minutes – Postponed, no quorum.
- b. Approve July 9, 2013 Minutes – TLC Contract phrasing was discussed and clarification was made. Under Building Walk Through-Playground re-word the phrase....*playground will be enclosed....to.... playground will be fenced in.* Under Building Walk Through-Boys Bathroom add the phrase....*Floor tile is extremely dirty.* Under Reports item c. should read item b. Under Board Discussion, correct the spelling of Rob. Michael Nobles moved to accept the Minutes as amended, Moncia Light seconded – unanimously approved.

Presentation

- a. Smarter Balance Assessment Consortium: Agency of Education Introductory Information
 - Nancy Thomas explained we have volunteered to take part in a field test assessment in the Smarter Balance Assessment Consortium through the State of Vermont.
 - We hope to learn of acceptance to participate in the SBAC field test, if accepted, we will administer SBAC, in the spring instead of NECAP, in the fall.
 - Pat Knoerl presented a power-point slide show introducing Smarter Balance Assessment Consortium.
 - SBAC is based on the state’s common core standards. There will be a 12 week window in the spring in which to test various grade levels. The assessment is computer based. Assessment results will be received one month following testing. Data analysis will inform us of what the teacher should be doing to affect change. Participation in this field test will not count toward AYP status, that will remain for the next year.

Reports

- a. AYP Report – Pat Knoerl
 - Pat distributed the AYP Report and reviewed basics of AYP.
 - Twinfield did not meet AYP and is in year one of corrective action.
 - Work is under way to improve. Supplemental services were provided during the summer. Writers Workshop and Math Lab are successful programs in which students and teachers participate.

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- Nancy explained that actions teams of teachers and administrators will be going to training throughout the year to learn how to implement common core work. Teams will be looking at data to identify next action steps for improvement.
- b. Superintendent Report – Nancy Thomas
- The Administrative Leadership Team attended the Model Schools Conference.
 - Preparing for the new school year, the Employee Handbook has been revised. Orientation for new Faculty will be held August 22. In-Service days will be held on August 23, 26 and 27, school begins on August 28.
 - An offer was made to a strong candidate for the position of Business Manager, however the candidate declined the offer. The position was re-opened and four interviews are scheduled for Monday, August 19.
 - Red School House is in the process of being cleaned out. Working on next steps for the building and where to house documents/files.
 - Requests for Proposals have been distributed for bids on 2 school buses. Bid closes on Friday August 23, 10 a.m. Nancy asked the Board to review and approve the bus bids at the August 27 Board Meeting.
- c. Principal Report – Mark Mooney
- Mark updated the group on Summer Facility Projects:
 - Bathroom partitions have been received and will be installed by custodial staff.
 - Lockers have not yet arrived.
 - Paving has been delayed due to rainy weather, paving may take place next week in the front of the building.
 - Emergency shades will be installed in 25 classrooms.
 - New fencing is being installed around the playground.
 - Dishwasher has arrived.
 - Canopy and Louvre covers are in the process of being secured.
 - 120 blue chairs have arrived for the cafeteria.
- e. FY13 Budget Update – Nancy Thomas
- Nancy presented a summary of the budget. The finalized report should be ready in the next couple of weeks.
 - Patrick Healy requested the report be ready and presented at the August 27 meeting.

Board Discussion

- a. Plan for Retreat and Goal Setting Process – Nancy Thomas
- Nancy suggested using a scheduled meeting to discuss goals, such as; academics, building issues, board operations training, community involvement, TPIE and administration working to increase parent input.

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- Patrick Healy and Nancy Thomas to work a schedule for a regular Tuesday meeting in September.
 - Mark, Patrick and Nancy to put together agenda for a meeting to meet the needs of the board and administration.
- b. Climate Survey – Nancy Thomas
- Nancy reported that the overall results of the Climate Survey were positive.
 - Michael Nobles asked to discuss the results at a meeting when all board members are present.
 - Patrick Healy asked Nancy to e-mail the survey results to the board and summarize the highlights to pay attention to.

Board Action

- a. Approve Driver's Ed Teacher – Nancy Thomas
- Pam Ricker will join Twinfield faculty as a part time driver education teacher. Pam currently teaches driver ed part time in Northfield and in Cabot. Michael Nobles moved to accept hiring Pam Ricker, Monica Light seconded – unanimously approved.

Executive Session - None

Future Agenda Items

- Building Policy 1st Reading
- Red School Building and Tree status

Adjournment 8:25 p.m.

Future Meetings

1. Twinfield School Board August 27, 2013 6:30 p.m. Twinfield School Library
2. WNESU Board To Be Determined

Respectfully Submitted

Sylvia Charron