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TWINFIELD UNION SCHOOL BOARD MEETING MINUTES

Tuesday, August 25, 2015

Twinfield Union School Library

PRESENT: Patrick Healy, Dan Towner, Scott Harris, Jill Wilson **Administrators:** Nancy Thomas, Superintendent; Christina Kimball, Business Manager; Bob Guilaro, Assistant Principal

Call to Order: Patrick Healy, chair called the meeting to order at 6:31 pm

Public Comment: None

Consent Agenda

Approve June 9, 2015 Minutes – Dan Towner moved to approve the minutes for the June 9th. Jack Hoffman Seconded the motion. Minutes approved as written.

Approve June 23, 2015 Minutes – Jack Hoffman moved to approve the June 23rd minutes as written. Dan Towner seconded the motion. Minutes approved as written.

Reports

a. Superintendent Report - Nancy Thomas

- Groups of teachers from Cabot and Twinfield worked on proficiency based grading and the personalized learning programs. Groups will continue to meet two times a month during the school year.
- Work on the Community Engagement Grant through the summer. The next meeting will be held on September 2nd. The group will evaluate how to involve students, faculty and the community.

b. Principal Report – Bob Guilaro

- Teachers are back. They attended two days of professional development. Teachers are excited for the school year to begin.
- This school year there will be one less bus route.
- The building is ready and students return tomorrow August 26, 2015.
- The Macbook Airs have arrived and high school students have begun to pick up with their parents. The students as well as parents must sign an agreement upon pickup.
- As part of the PBIS program a reward has been created for students who use the technology appropriately. Students are given stickers to put on their computer covers.

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- Locks have been purchased to keep the computers locked up when not in use.
- Great Schools Partnership Conference was wonderful. Discussed establishing professional learning groups. The PLGs are small teams who share common students, interest, or teaching responsibilities.

c. Student Report- None

d. FY15 Financial Report – Christina Kimball

- Twinfield Ended the Fiscal year with \$64,000.00 in the bank.
- There is still an outstanding amount of \$8,000.00 for insurance expenses.
- After using surplus funds to pay off the FY14 deficit there is a remainder of \$21,000.00
- Christina suggested using some of the remaining surplus funds to pay off the \$9,000.00 balance in the capital funds account.
- Christina also recommended the transfer of \$11,796.00 in revenue to the reserve fund.
- Food service ended the year with a surplus of \$1,000.00.
- For FY15 Twinfield will be serving free breakfast and lunch.

e. Summer Building Project Update – Pete Ackerman

- Work will wrap up in the next week for repairs that were needed from transformer short last year. There was a total of \$105,000.00 in damages. Efficiency Vermont paid out \$46,000.00 in incentives and the rest was covered by insurance.
- Work with efficiency Vermont has helped to conserve energy and Twinfield is currently using 24% less electricity than last year.
- Pricing out on-demand hot water heaters. This way the oil burner doesn't need to burn all summer just to heat hot water.
- Just received a new milk cooler. It is a high efficiency cooler.
- Replaced tiles in classroom and put in a new floor. Because tiles contained asbestos proper procedure needed to be followed to remove tiles.
- Cleaned, buffed and waxed the floors. They look great!
- Pete is pricing out paper orders and is looking to combine orders for Cabot and Twinfield at a lower rate.
- Ordered 3,200 tons of wood pellets for the upcoming winter.

Board Discussion

- a. First Reading: Revised Policy F30 Prevention of Harassment, hazing and Bullying of Students
- Nancy is recommended to adopt new policy and procedure as is.
 - This policy combines the hazing, harassment and bullying policies and process.

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- Everyone is responsible for reporting suspected harassment, hazing and bullying and an investigation needs to be underway within 24 hours.
 - Board members will review policy and hold further discussion at a future meeting.
- b. Act 46 Next Steps
- There has been a discussion with the community engagement group on whether it should all be tied together or if it should remain a separate entity from community engagement, proficiency based learning, Personal Learning Plans, etc.
 - The Chairs and Vice Chairs from Cabot and Twinfield will attend a meeting on September 1st with Chair and Vice Chair from the Caledonia Central School Board. A discussion about merging or collaborative work will be held.
 - A plan will begin to be put into place to see what financial impacts will be such as what will happen to the tax rates.
 - Jack will collect information on efforts that are being made to change ACT46 and report back to the board.
- c. 1:1 Computer Rollout
- Computers are here and parents and students have begun pick up.
- d. Filling of Plainfield Board Seat
- Open seat on the school board has been posted on front porch forum and there are currently no candidates.
- e. Election of Vice Chair
- See Board Action

Board Action

- Elect vice Chair- Dan Towner moved to nominate Scott Harris as Vice Chair. Jill Wilson Seconded the motion. Scott Harris Elected Vice Chair.
- Transfer of funds to the Reserve Account- Patrick moved to approve the payment of the FY14 deficit, the payment of the capitol fund deficit and the transfer of \$11,796.00 in revenue to the reserve fund. Dan Towner seconded the motion. Motions approved.

Executive Session : None

Adjournment : Patrick Healy adjourned the meeting at 8:05 pm.

Respectfully Submitted

Amanda LeBlanc, Transcriber