

APPROVED

TWINFIELD UNION SCHOOL BOARD MEETING MINUTES

Tuesday, August 26, 2014, 7:00 p.m. – 9:00 p.m., Twinfield School Library

PRESENT: Patrick Healy, Dan Towner, Dan Gadd, Jill Wilson, Anh Ducharme, Monica Light ;

Administration: Mark Mooney, Principal ; Nancy Thomas, Superintendent; Christina Kimball, Business Manager

Call to Order Patrick Healy, called the meeting to order at 7 p.m.

Public Comment

Terri Weinstein talked about work being done on the playground, thanks to a Lowes Grant written by Alice Day. The \$5,000 grant funds will be used to install a Gazebo, a gravel walkway from the school to the playground and a slide embedded into the hill.

Consent Agenda

- a. Approve March 25, 2014 Minutes - Correct the spelling of Anh's name. Dan Towner moved to approved the minutes as amended, Dan Gadd seconded – approved.

Reports

a. **Superintendent Report** - Nancy Thomas

- Nancy asked Christina Kimball to update the Board on a correction to the Financial Report provided at the August 12, 2014 meeting.
 - Christina noted that her report on August 12 stated...*Unaudited report shows a deficit at approximately \$58,000. There is a reserve fund of approximately \$80,000 which can be used to cover the deficit.* In fact, that reserve fund will be used to cover part of the Capital Fund deficit
 - As a result of Town Meeting Vote in March, 2014, Article 6, authorizing the Board to hold audited fund balance in a reserve fund to be expended under the control and direction of the Board for the purpose of operating the school, was voted on and passed.
 - The passage of that article will allow the transfer of \$80,000 into the Capital Projects Fund. A vote is needed by the Board to accomplish this once the new policy is adopted.
 - Jill asked Christina that monthly financial reports be made available to the Board.
- Nancy reviewed the opening In-Service days for Faculty and Staff, held August 20, 21, 22, 25. Nancy noted that feedback was very positive, energy and enthusiasm was high among all participants.

b. **Principal Report** – Mark Mooney

- Mark reviewed details of the work that Faculty and Staff accomplished during the opening In-Service days, noting that this year's theme is "What You Do Matters". Today, the first day of school, got off to a great start with students.

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- Mark showed the slideshow that was presented at the full supervisory union staff in-service day.
- By October 1, 2014, all Twinfield Union School Teachers will have a presence on the school's website to communicate with parents. Sports practice, game schedules and communication for parents will be posted to the website. The Principals and Guidance Counselors will also have web pages.
 - Jill ask if High School Class syllabuses could be posted to the web, Mark answered that they will be.
- Mark reviewed the fall soccer coach list.

Board Discussion

a. Hiring Update

- Interviews are underway for a Long Term Substitute to fill the Middle School Math position. Currently, a very capable substitute is in that position.

b. Foreign Exchange Students

- Mark reported that Twinfield Union School has three exchanges students from Norway, Brazil and Hong Kong.

c. Grounds Maintenance

- Patrick acknowledged the cleanliness of the school and pristine front lawn.
- Patrick discussed signage needs to direct visitors from the road up and into the driveway. Also discussed clearer signs both inside and outside, directing visitors to the main entrance and principals office.
- Concern was expressed over items gathering outside of the Tech Shop onto the sidewalk. They were picked up before the first day of school.

d. ROOTS Program

- Mark reviewed the trial ROOTS Program that was on campus during the 2013-214 school year. It was a positive experience for both the students who participated, as well as for the school as ROOTS did improve the condition of the trails behind the school.
- Mark recommended continuing the program for the 2014-2015 school year.
 - Jill asked if the program could involve more students. Mark will look into possible monthly special events/presentations to all-students.

e. Second Reading, Fund Balance Policy

- A clarification was made to item #3-Committed Fund Balance, stating the board makes the formal action regarding allocation of fund balance.
- Dan Gadd asked for examples to be included on items 3 and 5. Nancy will include that.
- The policy will come back for adoption at the next meeting.

f. Field Notes

- The group discussed possible ways to continue disseminating information to the community.

g. Retreat Planning

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- Nancy has been in contact with the Vermont School Board Association to schedule representatives to facilitate the Retreat. September 23 or October 14 are possible dates for the Retreat.
 - Patrick asked Nancy to communicate possible dates to the board.
- Monica suggested meeting at the Plainfield Fire Station, Dan Gadd suggested meeting at the Quaker Meeting House. Once a date is determined, Nancy will look into reserving the Quaker Meeting house. The Retreat will be held from 6:00-9:00 p.m.

Board Action

a. Act On Roots Program Continuation

- Dan Gadd moved to allow the Roots Program to continue for the 2014-2015 school year, Dan Towner seconded - approved
 - Jill asked to amend the motion by stipulating that the program can be discontinued at the discretion of the Board.
 - Patrick asked for amended motion to approve Jill's request - approved

Executive Session

None

Adjournment - The meeting at 8:25 p.m.

Respectfully Submitted

Sylvia Charron, Transcriber