

Approved

## TWINFIELD UNION SCHOOL BOARD MEETING MINUTES

Tuesday – October 18, 2011

School Library

**Present:** Michael Nobles, Patrick Healy, Amy Darling, Jill Wilson, and Pat Boyle **Administration:** Mark Mooney, Principal; Carol Amos, Associate Principal; Pat Johnson Knoerl, Curriculum Director; Nancy Thomas, Superintendent; and Rob Billings, Business Manager. **Student Representatives:** Cristin Martin and Erin Hall **Absent:** Monica Light

**Call to order:** Michael Nobles, Chair called the meeting to order at 6:32 pm.

### **Public Comment**

- a. Nancy Everhart and Jack Hoffman, Community Mentoring Program Board members, were present. They formally requested the board to include \$15,000 in the FY13 budget for the mentoring program.
- b. Angie Barger was present to support the Community Garden

### **Consent Agenda**

- a. September 27, 2011 minutes  
Michael made a motion to accept as submitted, the motion carried unanimously.

### **Reports**

- a. Superintendents Report – Nancy reported that the school was broken into last night and the police have been notified. There was some damage in the nurse’s office and one small piece of equipment was stolen. There have been multiple break-ins in central VT including Cabot School, the Marshfield Municipal building and the Hardwick community. Nancy suggested that the board may want to consider security cameras. Nancy shared some preliminary information on the cost of security cameras. The board would like the administration to send a short note to parents about the break-in. Nancy updated the board on the website design. Both schools have submitted the information requested to the Rubin Group. The draft template will be available soon; Nancy will share it with the board once it is ready. Nancy shared her goals for the year with the board; which included Improving Student outcomes, supporting the board negotiations council in the development of a common WNESU teacher contract, maintain and improve communications, address facility and transportation issues, and develop user friendly and current policy and procedure systems.
- b. Principals Report - Carol reported on a request by a community member to have a Community Garden on the school campus. Nancy recommends getting more information on the project and any insurance information before making a decision. The board agreed. Carol reported that the school is in the final phases of the NECAP testing. She wanted to thank the board for their support in the NECAP scheduling. Mark reported that the first annual Open House took place on the 12<sup>th</sup>. An evaluation form was handed out to parents and teachers; the administration is looking forward to the feedback. The first meeting of the new Parents Group is on October 25<sup>th</sup> from 6:30-7:30 in the library. The group will be working on a Mission Statement.
- c. Student Representatives Report –The students reported that the NECAPS went well. The students not required to take the NECAP tests went to West Hartford to help clean up from Tropical Storm Irene. A resident from West Hartford wrote a letter to the editor recognizing the Twinfield students. The boys and girls soccer teams hosted a benefit dinner for So. Royalton. The So. Royalton soccer field was completely ruined from Tropical Storm Irene. The pasta dinner raised \$1,100.00 for the So. Royalton Athletic Department. The Student council would like to limit the amount of bake sales and the time of day in which they are held. They are concerned for the students and the nutritional impacts of holding bake sales during lunch time. There will be a Halloween parade for elementary students on Oct 30<sup>th</sup> at 1:30 pm. There will be a middle school dance fundraiser coming up.
- d. Other Board Updates – Nancy handed out the Facility committee meeting minutes from the September 29<sup>th</sup> meeting. The board would like the minutes from all board committee meetings and a short verbal summary.

**NECAP Presentation:** Pat Johnson Knoerl

- a. Pat reviewed the NECAP testing schedule with the board. In the fall our students take tests in Reading, Math and Writing:

- Grades 3-8 and 11: Reading & Math
- Grades 5, 8 & 11: Also take Writing

In the spring our students take the Science test:

- Grades 4, 8 & 11 Only

NECAP Structure and Format:

- The tests are based on a set of standards agreed upon by the 4 New England participating states (Grade Expectations)
- The tests include multiple choice items
- Short-answer items
- Constructed response items which require students to write a brief (up to ½ page) response or show a solution and...
- Writing prompts that require an extended response.

Test Structure:

- Students have either 2 or 3 sessions in each subject area.
- Each session takes about an hour
- In Science, the 3rd session is a task that requires students to apply inquiry skills to a scientific situation and respond using words, charts, diagrams or tables to show their thinking and explain their response

### **Board Discussion**

- a. FY13 Budget: Set priorities and plan forum – Rob handed out a preliminary budget for FY13. Nancy and Rob highlighted some possible changes in the transportation and maintenance department. Mark talked about the middle school configuration, changing from a high school class schedule to a middle school class schedule. After much discussion, the board would like to start with a 2% budget increase to review at the next meeting. Pat would like to see what it would look like to support TLC and the mentoring program as requested.
- b. Roofing Update
- c. Rescind Policies (attached list) replaced by new policies, out dated or governed by law - The board was asked to review the policies. The board will be voting to rescind the policies at the next meeting.
- d. Sign Truck Loan – The board signed the one year Municipal Note from Passumpsic Savings Bank.
- e. Nancy shared a request from a student to continue their senior year at Twinfield, having moved into their own apartment in Barre. Nancy's recommendation is to allow her to continue at Twinfield. See action below.

### **Board Action**

- a. Appoint Truant Officer: Brian Hebert – Patrick made a motion to appoint Brian Hebert as the Truant Officer, Amy seconded. The motion carried unanimously.
- b. Approve Employee Sick Bank – Patrick made a motion to approve the sick bank request for Tracey Witherspoon, Jill seconded. The motion carried unanimously.
- c. Request from a student – Patrick made a motion to allow the student to continue at Twinfield for their senior year, Pat seconded. The motion carried unanimously.

**Executive Session** The board went into executive session at 8:45 to discuss contract negotiations and a personnel issue.

**Executive Session** The board came out of executive session at 9:15 pm, no action was taken.

### **Future Agenda items:**

- a. Budget Planning

**Adjournment** The meeting was adjourned at 9:15 pm.

Respectfully submitted,

Christina Kimball  
Transcriber