

Approved

TWINFIELD UNION SCHOOL BOARD MEETING MINUTES

Tuesday – April 10, 2012

School Library

Present: Dan Gadd, Patrick Healy, Jill Wilson, Monica Light, Michael Nobles, Anne Nadel Walbridge
Administration: Nancy Thomas, Superintendent; Rob Billings, Business Manager; Carol Amos, Associate Principal and Mark Mooney, Principal **Student Representative** Erin Hull and Cristin Martin

Call to order: Michael Nobles, Chair called the meeting to order at 6:30 pm.

Consent Agenda

- a. March 13, 2012 minutes
- b. March 26, 2012 minutes - Executive session was for a personnel matter not a negotiation matter.

Michael made a motion to approve the consent agenda with a correction to the March 26th minutes, Monica seconded. The motion carried unanimously.

Reports

- a. Superintendent Report – The Varsity boys basketball team are being recognized at the State House for their Division IV Championship win. The team will be meeting the Governor on April 20th. Rob Link, paraeducator has submitted a resignation letter for the end of the school year. Merrick Grutchfield has applied for grants that would extend the mentoring program into the classrooms for literacy. The mentors could visit classrooms about once a week in the kindergarten, 1st, 2nd, and 3rd grade program. Merrick and the Twinfield Together Mentoring Program will have a presentation for the board at a later meeting. Twinfield has received the report from last month's Food Service Review by the State. Overall the report was very good. There were three corrective actions that have already been addressed. Christian Pruitt, food service director, will have a presentation for the board at the next regularly scheduled board meeting. The facility committee is holding a meeting next Monday night on the Facility Use Policy. They are looking for input from community members. The Facility Use Policy will come to the board at the next regularly scheduled board meeting. Nancy shared that the architect has made recommendations on the school office move. Even though the school did not receive the grant to help support the project, there is a scaled down version in which to work on. The facility committee will be meeting to review the options.
- b. Rob Billings shared that the original cost estimate of the school office move was \$63,000; the school budgeted for \$32,500. Looking at the scaled down version the project will be roughly \$45,000. This would be the absolute essential for the security improvements. Rob is projecting a \$50,000 surplus in the FY12 budget and the total reserve fund projection is \$100,000 (FY12 plus prior year reserve fund). There is the possibility of using the reserve to cover the difference of the project. A meeting is being scheduled for April 23rd or 24th for the Architect to meet with the two roofing vendors to go over the details of the project.
- c. Student Representative Report – The student council is looking at the possibility of closing the common room for a day. The room is not being respected and kids are leaving it a mess. The student council is also planning a talent show within the next month. Softball and baseball have started. The Twinfield Destination Imagine Team won first

prize in the Vermont Tournament. The Cinderella rehearsals have begun and the play will be held in mid-May. The Spanish trip will be taking place over April vacation.

- d. Principal's Report – Carol updated the board on the Report Night that took place on March 29th. There was not a big turnout but it was the first one held. Next year she hopes for a bigger turnout. The Youth and Adults Transforming Schools Together group held a presentation on report night and they did an excellent job. The information that Pat Johnson put together for Report Night will be posted throughout the school on the day of parent/teacher conferences, April 13th. Advertising is in place for the 4th grade teaching position and the middle school math position. There have been good candidates for the custodial position. A team of teachers from Cabot and Twinfield went to a presentation by Eric Jensen. Carol described him as the “guru of brain research”. The presentation was about teaching with poverty in mind. Mark and a group of teachers went to the New England League of Middle Schools conference. Mark handed out a proposed middle school (7th and 8th grade) schedule. The schedule will allow for longer blocks and integrated electives. The schedule does still need some work because of the ripple effect it has on the high school class schedule.

Presentations and Discussion

- a. French Trip and Trip Fundraising: Maureen Davis and Julia Shedd shared with the board their plans for the FY13 trip to France and the fundraising that they are requesting to start this year.

Board Discussion

- a. TUS Energy Conservation Guide and Energy Capital Improvement List – Nancy handed out the proposed Energy Conservation Guide and the Energy Capital Improvement List from the Energy Committee. The board greatly appreciates the work being done on this and the administration has the board's full support.
- b. Length of Student Day for FY13 – Nancy is proposing a 6 and ½ hour student day compared to the present 6 hour and 12 minute student day. Nancy handed out the statutes that state that it is the board's responsibility to set the student day. Twinfield is below the state minimum for instructional time.

Board Action

- a. Shared Courses: update and cost estimates – Rob shared with the board and estimate of \$32,000 to \$44,000 cost to the school district to pursue transportation for shared courses. The Cabot school board has already approved their portion of the project. The administration is suggesting a driver/custodian at 6 ½ hours a day. The custodial time would be shared between the two schools. Anne made a motion to table the idea pending a poll from the students and more detailed budget info. The motion carried unanimously.
- b. Sick Bank Request – The Twinfield Education Association is requesting a sick leave bank for Barb Cook. Patrick made a motion to approve the sick bank, Anne seconded. The motion carried unanimously.
- c. Approve FY13 French trip – Patrick made a motion to approve the French Trip as presented, Jill seconded. The motion carried unanimously.
- d. Approve school day length for FY13. Nancy presented information regarding the need to lengthen the student day to meet state standards, increase instruction time and align times with Cabot and other schools of the region. Following discussion, Patrick made a motion to approve lengthening the student school day by 18 minutes to 6 ½ hours per day. Monica seconded, the motion carried unanimously.

- e. Approve Faculty List for FY13 – Patrick made a motion to approve the faculty list for 2012-2013 as presented, Monica seconded. The motion carried unanimously.
- f. Approve Co-Curricular Stipends for FY13- The board would like to remove the Drama Coach from the list of Co-Curricular stipends; the administration will work on a separate pay schedule for Drama. The board would also like to see an evaluation process for Co-Curricular employees for next year. Monica made a motion to approve this schedule with the removal of the drama component with the understanding that the administration has the latitude to reimburse drama for the upcoming school year at their discretion appropriately and moving into the following school year that hopefully will be restructured. Patrick seconded. The motion carried unanimously.
- g. The board will hold a special meeting on April 24th at 6:00 pm for the purpose of shared courses.

Future Agenda items: Common Core, Planned Absences, Food Service Presentation, Spanish Trip Presentation, and Mentoring Program Presentation.

Adjournment The meeting was adjourned at 9:39 pm.

Respectfully Submitted,

Christina Kimball
Transcriber