

APPROVED

TWINFIELD UNION SCHOOL BOARD MEETING MINUTES

Tuesday, December 10, 2013, 7:00 p.m.- 9:00 p.m., Twinfield School Library

PRESENT: Patrick Healy, Monica Light, Dan Gadd, Jill Wilson; Administration: Nancy Thomas, Superintendent; Gus Dibble, Business Manager; Student Representatives: Christin Martin;
Absent: Michael Nobles, Anne Nadel-Walbridge, Erin Hall

Call to Order Patrick Healy – 7:04 p.m.

Public Input

None

Consent Agenda

- a. Approve October 22, 2013 Minutes – under Board Discussion-item b-bullet 7 correct wording to read...*areas are in need of improvement*. Jill Wilson moved to accept the minutes as amended, Dan Gadd seconded – unanimously approved
- b. Approve November 6, 2013 Minutes – under Reports-bullet 7 correct wording to read...*board offered to support the business office in increased work load*. Monica Light moved to accept the minutes as amended, Dan seconded – unanimously approved.
- c. Approve November 12, 2013 Minutes – under Call To Order add....*no quorum present, Patrick asked for reports to be given*. Minutes will remain unapproved, reports were given, no action was taken.

Reports

- Patrick Healy announced the resignation of board member Anne Nadel-Walbridge, effective December 15, 2013. The select board will appoint a replacement to sit the board until Town Meeting Day when the seat will be put to a vote.
- a. Superintendent Report - Nancy Thomas
 - Budget work continues in the business office.
 - Professional Development activity with Mahesh Sharma in Math tomorrow in Cabot, part of an ongoing collaborative to provide in-school modeling and discussion.
 - A tri-annual Asbestos Review meeting took place last week. Custodial staff will attend an asbestos training with Patrick Campbell on December 23, 2013.
- b. Principal Report – Mark Mooney
 - During Early Release on Thursday, teachers will be engaged in technology training.
- d. Student Report – Christin Martin
 - To benefit the Marshfield Food Shelf, students in grades 7-12 are conducting a Penny Challenge; elementary students are contributing non-perishable food items.
 - Progress reports will be distributed soon.
 - Renaissance program final projects are coming up.

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- The Craft Bazar held last Saturday went well.
- The first scrimmage for girls and boys varsity basketball is taking place tonight.
- Early Release day is on Thursday, SADD will do a presentation on drunk driving during the holidays, high school students will work with elementary students on a bracelet project.
- Spanish class is fund raising for a trip to Peru.

Presentation and Discussion:

- a. Twinfield's Participation in the League of Innovative Schools-Debra Stoleroff, Terri Vest, Morgan McIver
 - Twinfield Union School has been accepted into the League of Innovative Schools.
 - The group gave an overview of the work of LIS in areas of Personalized Learning Plans, Flexible Pathways and Proficiency Based Graduation.
 - The LIS team consists of members from various Twinfield Union School groups, such as YATST (Youth & Adults Transforming Schools Together) and TASS (Teaching All Secondary Students). The team meets on Tuesday mornings and invited board members to attend meetings. Terri Vest will distribute the meeting schedule and agenda to board members.

Board Discussion

- a. March 2014 Board Elections – Nancy Thomas
 - There are three board positions to be voted on at Town Meeting.
 - Michael Nobles' term expires March 2014
 - Patrick Healy's term expires March 2014
 - Anne Nadel-Walbridge's resignation creates a vacant seat, for one year as that term expires March 2015.
- b. FY15 Budget Schedule Revision – Nancy Thomas
 - The group discussed the Budget Timeline, making revisions to the schedule.
 - Nancy will update and distribute to board members
- c. FY15 Expenditure Budget Draft #1 – Nancy Thomas
 - Nancy reviewed the FY15 Expenditures highlighting the following items:
 - Increase Renaissance instructor from .8 to 1.0
 - Add .4 high school English teacher to increase course options
 - Pre- K para added because Title I will no longer pay for para-educators
 - Special Education professional services and associated costs moved to WNESU. Net amount moved to professional services assessed to Twinfield.
 - Special Education para-educator staff will remain in Twinfield budget.
 - Add \$35,000 for WCMH special services contract for behavioral support – a portion will be reimbursed by Medicaid.
 - Add \$2500 for Drama

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- Reduce Medicaid support from 90% to 70% for behavior interventionist: 30% local portion to show in budget.
 - Add \$5,000 for Intervention Center materials.
 - FY 14 expenses for tuition reimbursement exceeding budget (a guaranteed benefit): increase to \$30,000
 - Add additional \$1000 library in books
 - Savings on Power School support, e-rate and soft-ware
 - Included approved Technology plan components for FY 15
 - Consider reducing/eliminating printing of Field Notes and using e-mail instead
 - Proposed construction projects were discussed.
 - Discussion:
 - Jill and Monica questioned computer purchases and replacement, as well as the 5 year technology plan. The board would like to hear from IT personnel and Librarian on the status of the 5 year technology plan.
 - Monica noted that the finance committee does not want Field Notes eliminated
 - Patrick noted that a truck sander purchase without the ability to garage the truck to clean the sander would be unwise. Patrick asked for an inventory of kitchen equipment and timeline for replacing items. Patrick asked for formal quotes for proposed construction projects and a 5-10 year plan.
- d. Lighting Project – Mark Mooney, Nancy Thomas
- Mark stated that 5 contractors attended the mandatory walk-thru of the facility for an overview of the project.
 - Nancy reported receiving 3 contractor bids.
 - 3-D Electrical Contractor, Inc. presented the lowest bid of \$79,328.
 - Discussion: Could the total cost of the project be reduced to \$75,000; Could project be completed by Town Meeting Day?

Board Action

- a. Approve Lighting Project Bid
- Jill moved to approve 3-D Electrical Contractor, Inc. as the contractor for the Lighting Project, to reduce the base bid to \$75,000, and to request that the project be completed by March 4, 2013 (Town Meeting Day). Monica seconded – unanimously approved.

Executive Session

None

Adjournment - 9:24 p.m.

Respectfully Submitted

Sylvia Charron, Transcriber