

Twinfield Unapproved Minutes
Caledonia Central Supervisory Union
TWINFIELD UNION SCHOOL DISTRICT
BOARD OF DIRECTORS' BOARD MEETING
Tuesday, September 10, 2024 – 6 pm

Call to Order by Patrick Healy

Present: Patrick Healy, Mark Kaufman, Erin Barry, Janna Osman, Principals Rachel Hartman & Stephanie Ainslie, Superintendent Matt Foster, Jackson Scott (Student Rep), Sara Cain, Kendra Padilla, Director of Finance Michael Concessi, Director of Curriculum Des Hertz, Asst. Superintendent Mike Moriarty.

Additions to Agenda: Add Student Rep Report, Career Center, Financial Report

Public Comment:

Cindy Scott – The start of the year has gone very well.

Consent Agenda: August 13, 2024

A **motion** to approve the minutes by Mark Kaufman and seconded by Janna Osman. Motion passed.

Superintendent Report – Matt highlighted a few talking points

- Convocation went well. Kate Miller is the CCSU nominee for UVM teacher of the year.
- CCSU Newsletter went out.
- Support staff negotiations have gone into fact-finding. Mediation did not work.
- Teachers' negotiations will start soon.
- Commission on public education – meetings have started.
- IT is looking to switch to Chromebooks. Can old MacBooks be sold to students? Possibly.
- Piloting an online student registration program.

Asst Superintendent Report – Mike Moriarty

Weak internet connection. He was not able to highlight any items in the report.

Question on teaching licensure? How many at Twinfield are waiting on licenses? Rachel's guess is around 3. Matt spoke on the difference between an emergency license vs a provisional license.

Principals Report – some points highlighted

- Rachel went over the school calendar.
- Field trips will be coming up.
- Off to a good start.
- Middle School has a hike day coming up.
- The open house was very well attended. Families got to visit classrooms and meet teachers.
- Early release dates are coming up. 5 scheduled for the school year.
- New curriculum programs are being implemented.
- Reviewing school safety protocols and practices. Question on Alice protocols and when they were last updated? Not sure.

Student Service Report – no questions.

FY24 Financials – Michael Concessi was present to highlight a few items

Revenues were up ahead of budget by around \$126k, driven by 3 tuition students, cash management, and misc. revenue.

Expenses came in under. Primarily driven by tuition and vocational expenses and professional development.

Unrestricted surplus of around \$246k for FY24. We will be able to use the funds for school improvements.

Twinfield has shown historical abilities to come in under or within budget.

Mark Kaufman – is there a trend analysis that compares staffing and student population? There is not one, but one can be created to some extent.

FY25 – trending where we need to be at the time. Too early to really know.

Question on how boards communicate with the community the challenges of creating budgets with the State directives.

Student Rep Report – Jackson Scott, 10th Grade

Good start to the school year. The flex block has been good. It is a time at the end of the day to work on items that need to be worked on.

Jackson went over his current class load and what each class entails.

Career Center Update – Janna Osman

Looking at 2 sites for the new campus. Brought up the question of how interested Twinfield would be about a regional high school. Is this something that Twinfield with their declining enrollment, wants to consider being part of? Is there a deadline for exploring this? It would need to be something Twinfield needs to start talking about as soon as possible. This will need to be a board discussion with community involvement. Matt noted that Cabot currently has a Cabot sustainability committee that meets. See if Jody from the career center has questions that should be asked and if Jody can be present.

Exchange Program Update – Chris Sheehan

Through the Rowland Grant a few staff visited Denmark. While there, one of the schools expressed an interest in doing an exchange within the US.

20 students signed up and ready to arrive. Will stay in Boston the first night and then take a bus up to meet families. After their time here, students from Twinfield will go home with them for their part of the exchange. Twinfield has about 15 students going on the exchange. Not all students have space in their house to host an exchange student, so Chris is looking for community members that would be willing to host. The cost is \$1000 per student. Students will be fundraising. There will be a community night while the Denmark students are here. They will be doing a presentation.

Reading Program and Professional Development Update – Des Hertz, Curriculum Director

Using a new program this year – Bookworms. It meets the schools' needs along with being cost effective. It is a K-8th program. Materials were ordered and needed to schedule professional development for staff. The University of Delaware will do coaching for the staff on the program. Des will put a presentation together for the board. How will the information be shared with parents? Will be a link in the Superintendent report and can be shared.

Board Chair/Vice Chair Discussion -

A motion by Erin Barry to be Vice Chair and seconded by Janna Osman. Motion passed.

A motion by Patrick Healy to be Chair and seconded by Erin Barry. Motion passed.

Budget Process Review -

Patrick Healy shared a PowerPoint presentation on the budget process and what factors go into the budget. The presentation shared what the cost drivers are. Patrick noted the State items that the boards do not control such as the set yield rate, CLA. Also shared the roles of the Superintendent and the School Board during budget season.

Honorable Mention – Each board member will nominate an honorable mention.

This month it is Alice Day. Alice is the school nurse for Twinfield. The board shared information about Alice - where she started out, her role with Twinfield, and the programs and organizations that Alice is involved in.

Meeting adjourned.

Minutes respectfully submitted by Nicky Cole

Future Meetings: Tuesday, October 8th, 2024, at 6 PM.