

**WINOOSKI BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING  
WEDNESDAY, OCTOBER 12, 2016**

**Minutes (as corrected 11/9/16)**

BOARD MEMBERS PRESENT: Michael Decarreau-President, Julian Portilla, Tori Cleiland, Matthew MacNeil and Rainbow Chen-Student Representative

BOARD MEMBERS ABSENT: Jen Corrigan-Clerk

ADMINISTRATION PRESENT: Sean McMannon-Superintendent

OTHERS PRESENT: Sign-in Sheet on file

1. Meeting called to order at 6:34 by Michael Decarreau-President. Rainbow introduced senior, Key Nguyen, and he sang the National Anthem. Tori Cleiland led the audience and board members in Mindfulness.
2. Agenda Review and Adjustments: Finance and Communication Committee appointment added to Section 8.
3. Focus on Learning: Volunteers, Work Study Students and Student Teachers (Policy #4127) – Sean McMannon began the presentation with Volunteers and what a volunteer is. Foster Grandmothers are funded through United Way. They are here everyday all year long. Local colleges and universities work with a Big Brother / Big Sister program. There is tremendous volunteer support from theater to academic. The list is endless. A student teacher or intern is working towards a teaching credential. Partnerships and collaborations: The last 7 years WSD has partnered with St. Michael's to work with students. Sarah Forbes, a K-1 ELL teacher, spoke about the benefits of having these collaborations. St. Michael's students tutor and mentor young ELL students. The students look forward to their Math Buddies from St. Michael's.
4. Public Comments:
  - Winooski Public Works Commission Re: Crosswalks  
Corey Mack from the Public Works Commission spoke regarding the 2016 transportation alternatives. He also lives in the community. Each board member received crosswalk enhancement supporting documentation handouts showing crosswalk locations. Infinite Culcleasure -Project Manager for Parents for Youth and Change spoke to the board members. In Winooski they have focused on transportation and the challenges that are being faced regarding transportation. Data on absences and tardiness were shared. The question was raised about whether the prevalence of absences and tardiness was linked to poor transportation options. Yani Dnamala spoke regarding the struggles of her children getting to school without public transportation. Winter is a definite problem. Kevin Cherry spoke about his youth years walking to school during the winter and he was kept home sometimes due to it being too cold to walk to school. His sister now attends the school and it is a struggle for his mother to get her to school and it would be great to get students public transportation. Infinite passed out paperwork to the board members. He also shared information about local drivers volunteering to drive students and they will be attending the next City Council meeting to discuss this further.

5. Consent Agenda:

- a) Minutes of Meetings from September 10, 2016 & September 14, 2016
- b) Policy Title: 2.3 Financial Condition and Activities
  - Approval of Bills
- c) Policy Title 2.8 Communication and Support to the Board
  - Superintendent Report
- d) Policy Title: 4.2.2 Board Job Description
  - Adopt Policy #4115, Alcohol & Drug Testing: Transportation Employees
  - Adopt Policy #5145, Protection of Pupil Rights

Motion made by Julian Portilla to accept the consent agenda as presented. Discussion: Kindergarten readiness information was powerful. All present in favor.

6. Executive Limitations (Policy Section II):

- a) Policy Title: 2.3 Financial Condition and Activities
  - Quarterly Financial Management Report: Review/Discussion/Approval - Michael Decarreau looked at where the district is financially and in general it looks like everything is on track. If there is a favorable balance from the 2016 budget, it can be rolled over into a fund balance, which has some flexibility. A Capital Reserve can only be used for that purpose. Jen Corrigan reviews the spending as the Clerk. The current Capital Reserve fund monies could be used towards the boilers.

Tori Cleiland moved to approve the Quarterly Financial Management Report. All present in favor.

- Superintendent Monitoring Report 2.3: Review/Discussion/Approval - Monies have to be in hand for any expenditure. Revenue from renting out the facility can be an example of unencumbered funds. Sean explained that this policy would not allow a Superintendent to incur debt. Michael accepts the monitoring report with the clarification and/or updates the policy or just the interpretation. Sean suggested a third option that he will bring back a revised interpretation of Section 8 for the next cycle of the unencumbered funds.
- Student Tutoring Request for Proposal: Review/Discussion/Approval - Sean explained how the supplemental monies are used. The monies are used to improve education and also to bolster the behavior issues. Anything over \$15K has to go out to bid to vendors with the new rules in place. A request with a maximum expense of \$48K for the Sylvan Learning Center to offer services at a reduced fee was submitted. The State of Vermont requires a waiver when there are not three bids. Due to only receiving two bids, the State of Vermont did issue a waiver to the school board in compliance with the public bidding requirements.

Motion made by Julian Portilla to accept the Sylvan Learning Center proposal. All present in favor.

7. Board-Management Delegation (Policy Section III):

- a) Policy Title: 3.2 Accountability of the Superintendent
  - Board Monitoring Report - Discussion/Approval - Michael said the end goal is to get the interpretations cleaned up. The discussion for next month is the Healthy Lives Forum. Michael is hoping to participate via Skype.

Motion made by Matthew MacNeil to accept Policy 3.2. All present in favor.

b) Policy Title: 3.4.6 Superintendent Evaluation & Expectations

- Discussion - Michael stated that the form was not in the packet and was sent out later. 2.3 will need to be updated. 2.8 are coming up in March or April. He believes that performance has met all expectations at this point. Non-compliance is not an issue as long as there is a plan in place. The collecting of data and what are the expectations are from the data collected.

8. Governance Processes (Policy Section IV):

a) Policy Title: 4.1.b Governing Style: Encouragement of a Diversity of Views

- Student Report to the Board – Rainbow Chen shared the process of screening for a new Student Representative. She is planning on getting some feedback from staff and students. Alex liked the process. On October 9th there was a Round Table discussion. It included Burlington, South Burlington and Winooski students and staff. One topic was student motivation. Also, students shared what they feel a dream school would look like and the purpose of high school. The half school survey had about 160 students respond. The first half-day for high school students will be next Wednesday with a variety of events planned. Some students wore all black today to show their support for “Black Lives Matters”. Students have had a conversation around switching around the green days and white days. Sean explained that a change like this is not done at a board level but on an administration level.

b) Policy Title: 4.2.2 Create Written Governing Policies

- Discussion – 1st Reading, Policy #4127, Volunteers, Work Study Students and Student Teachers - Michael would like to tie the Focus on Learning with the policies that are up for discussion.
- Discussion - 1st Reading, Policy #6171, Parental Involvement  
Michael stated this policy is high on procedure – Sean wanted to add the reauthorization of No Child Left Behind. He still needs to compare the old with the new and there might be some new legal references that need to be included. He needs time to do some more research. Michael said at this point the board could postpone to another point in time. Matthew asked why it is Parental and not Parental/ Guardian. Tori would like to see Parental and Guardian versus Parental/Guardian.

c) Policy Title: 4.5 Agenda Planning

- Approve Annual Board Agenda Plan  
Michael said there really are not a lot of changes. The board is still going to have the legislators come to a meeting.

Motion by Tori Cleiland to accept the Policy Title: 4.5 Agenda Planning as presented. All present in favor.

- Appointment of Board Members to the Finance Committee and the Communications Committee

Board members appointed Jen Corrigan and Michael Decarreau to serve on the Finance Committee and Julian Portilla and Tori Cleiland to serve on the Communications Committee.

9. Community Engagement (Policy 4.2.1):

a) Discussion: Recent community activities by board members:

There needs to be a new board member photo including the Student Representatives. Rainbow Chen shared that the Winooski students are showing their support for the Harwood School District following the tragic loss of 5 students in a recent car crash.

10. Next Agenda: None

11. Upcoming Important Dates:

- UVM Outstanding Teacher Day is on October 18th
- VSA/VSBA Conference with be held on October 20th & 21st
- The next Regular Board Meeting will be November 9th

12. Executive Session:

a) Student Discipline

Motion made by Tori Cleiland to enter Executive Session at 8:46 pm to discuss a Student Discipline issue. All present in favor.

Out of Executive Session at 8:56 pm.

13. Results of Executive Session: None.

14. Motion by Tori Cleiland to adjourn at 8:59 pm.

Respectfully submitted by:

Brenda Steady  
Board Recorder