

**WINOOSKI BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
MONDAY, DECEMBER 15, 2014**

NOTE: THIS MEETING IS RESCHEDULED FROM the 12/10/14 CANCELLATION

MINUTES

MEMBERS PRESENT: M. Decarreau, President
T. Cleiland, Member
J. Corrigan, Member

MEMBERS ABSENT: J. Portilla, Member
J. Lambert, Secretary

OTHERS PRESENT: S. McMannon, Superintendent
R. Goulet, Finance Manager
L. Wheeler, WM/HS Principal

1. **Call to Order/Pledge of Allegiance/Mindfulness:** Board President Mike Decarreau called the meeting to order at 6:30 pm. The Pledge of Allegiance was recited. JFK Elementary student Anna Willis led the mindfulness practice.
2. **Agenda Review and Adjustments:** A motion was made by board member Tori Cleiland to move Item 6a to the final item of the night. Second by Jen Corrigan and motion passed 3-0.
3. **Focus on Learning:** Student Leadership: WHS student groups Peace Jam and Effective Communication class presented on the state of student leadership.
 - i. Peace Jam: WHS students and Peace Jam officers Kinzang Gurung, Ro Ze Yar, Sumeya Ali, Zu Ti Nar, Nafisa Mohamed, and faculty advisors Melissa Clark and Libby Houghton presented. They talked about how they want to effect positive change in themselves and our community through communication, celebrations, new ideas and taking risks. Also, they described the International Fair and the Peace Jam regional conference that they attended.
 - ii. Effective Communication class: Bishnu Khatiwada, Bishal Bista, Mohamed (Moe) Maalim, Haroon Al Sammarae and Business teacher Courtney Poquette presented. They described the focus of the course:
 - a) Building self-confidence
 - b) Improving people skills
 - c) Improving communication skills, specifically public speaking
 - d) Building leadership skills
 - e) Reducing stress and improving attitudeAnd the volunteering, community service and mentoring work they have done.
4. **Public Comments:** No public comments were made.
5. **Consent Agenda:**
 - a) Minutes of Meetings: November 12, 2014
 - b) Policy Title: 2.3 Financial Condition and Activities
 - Approval of Bills
 - Accept District Treasurer's Report for 2013/14
 - Approve Resolution for Checking Account for Student Store
 - c) Policy Title: 2.7 Compensation and Benefits
 - Approve Contract Recommendation – E. Ide, Long-Term Sub, Grade 4
 - d) Policy Title 2.8 Communication and Support to the Board
 - Accept 2.8 Superintendent Monitoring Report
 - Superintendent ReportA motion was made by board member Tori Cleiland to remove Item 5b "Approve Resolution for Checking Account for Student Store" from the consent agenda for discussion. Second by Jen Corrigan and motion passed 3-0. Supt. Sean McMannon and Finance Manager Rebecca Goulet explained that this item requires board action because of the bank requirement of the resolution and normal financial procedures will apply for this student account. The reason it is being separated from the current WMHS checking account is because the new account will interface with PayPal, an electronic service, and the school does not want to mix the existing student account with the new one since significant amounts of money pass through the existing student account. A

motion was made by board member Jen Corrigan to approve the consent agenda. Second by Tori Cleiland and motion passed 3-0.

6. Executive Limitations (Policy Section II):

a) Policy Title: 2.4 Financial Planning & Budgeting

•FY 16 Budget Work Session

Supt. McMannon presented the variances from December 10 to tonight's budget by reviewing the Budget by Object, Budget by Function and Baseline Budget/Program reports. As requested by the board at the prior meeting Supt. McMannon brought comparison caseloads for ELL teachers and an estimate of the cost associated with adding an ELL teacher to the 2015-16 budget. Also, the estimated cost associated with adding money for student transportation was discussed. The projected tax impact was reviewed with a few scenarios which revealed a range of 1-3% tax impact with a 3.96% expense increase year-to-year. Lastly, Supt. McMannon explained to the board the impact of reducing an additional \$150K which would mean significant program cuts. All this information can be viewed on the school website at: <http://www.wdschools.org/district-information/voter-information/>

7. Governance Processes (Policy Section IV):

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

•Student Report to the Board

- Student representative Ledania Taylor provided the student report to the board which included:
- On November 21 there was a Penguin Plunge assembly to encourage and invite students into doing the Penguin Plunge.
- The 21st Annual Train Show was held on December 6. 30 students helped out to set up and run the meeting and almost \$4,000 was raised.
- Middle and high orchestra, chorus, and band had their Winter concert on the 11th. Things went well.
- The elementary school will be having their "On Top of The World" concert on the 18th.
- 5 students from Winooski, along with students from Burlington, SB and Essex, visited Fox44 as part of the PILOT program, where they learned about working in the news field. These students were mentioned on Fox44 news, and the video is up on the school's website.
- Prom Committee had their Yankee Candles Fundraiser, which raised ~\$400. They're now fundraising with Snowflake candy grams. They also fundraised today with Panera Bread, in which a percentage of proceeds from today's sales go to the Prom Committee.
- Student Council has adopted a family to buy Christmas presents for. They're helping to plan a Winter or Valentine's Day ball. Their recycling committee is starting up soon, and they had a fudge fundraiser.
- Parents for Change is currently trying to improve the TA structure which many believe isn't very useful or interesting currently. They are a student-leadership type of group that works with students, parents, and teachers to make beneficial changes in the school. They meet every Tuesday. They're working on this by interviewing teachers, and will eventually be interviewing students.
- Two sophomores, Riley Corrigan and Marie Ly, have been selected for the HOBY Leadership Summit. It is selective leadership summit that is picks 2 eligible sophomores with great leadership and passion for working as a leading role, where they will go through leadership training and motivation-building experiences.

b) Policy Title: 4.1.4 Governing Style: Board Development

•Report on adding Financial Literacy (March), Open Meeting Law (April), Robert's Rules (May) training to existing Annual Agenda Plan. Supt. McMannon reported to the board that board development topics, as agreed upon by the board at previous meetings, have been slotted into the Annual Board Agenda Plan and he will coordinate the presenters.

c) Policy Title: 4.5 Agenda Planning

•Discussion: Board Goals

- 1) Continue Community Outreach
- 2) Close out community discussions on remaining ENDS items
 - Career Readiness: completed November 2014
 - Local/Global Engagement: scheduled for February 2015
 - Wellness: unscheduled but possibly May-September 2015
- 3) Receive first pass feedback on 2 ENDS interpretations
 - College Readiness: scheduled for January 2015
 - Career Readiness: unscheduled but possibly May-September 2015
- 4) Retention
 - Board members Mike Decarreau and Julian Portilla will be contacting Partnership for Change communication specialist Jane Feinberg to hold an initial meeting.
- 5) Partner with Parent groups to develop a higher level of community interest in working with each group.

- Board members Tori Cleiland and Jen Corrigan will meet with Supt. McMannon in February or March to discuss strategy to move forward on this goal.
 - Discussion: Plan February meeting with legislators
 - 5) It was decided that this item should be added to the January board agenda for discussion.
- 8. Community Engagement (Policy 4.2.1):**
- a) Discussion: Recent community activities by board members
 - The Craft Fair, Train Show and Community Dialogue Night were discussed.
- 9. Next Agenda:**
- 10. Upcoming Meeting Dates:**
- Budget Meetings – December 17 and January 14, 6:30 pm, Learning Media Center
 - WMHS Winter Concert – December 11, 7:00pm, PAC
 - JFK Winter Performance – December 18, 6:30pm, PAC
 - Winter Recess, No School – December 24 – January 4
- 11. Executive Session:**
- 12. Possible Action on Executive Session:**
- 13. Adjourn:** The meeting adjourned at 8:30 pm

Respectfully submitted,

Sean McMannon
Superintendent