

**WINOOSKI BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
WEDNESDAY, DECEMBER 9, 2015**

MINUTES

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

BOARD MEMBERS ABSENT: Jenn Corrigan, Mohamed Abdi

ADMINISTRATION PRESENT: Sean McMannon-Superintendent, Leon Wheeler-Principal

OTHERS PRESENT: SIGN-IN SHEET ON FILE

1. Meeting called to order at 6:31 pm by Michael Decarreau followed by the Pledge of Allegiance. It was announced that a grant has been approved from the Vermont Community Foundation for Winooski City Project and Mindfulness with Tori Cleiland.
2. **Agenda Review and Adjustments:** Michael Decarreau will address a small change during the Consent Agenda.
3. **Focus on Learning** - presentation of **Parent Engagement** by Superintendent, Sean McMannon. Started with thanking the organizations that make an impact in the community like PACTS – cultural training for the community, Boosters, PTO, Dollars for Scholars (DFS). The Welcome Back Barbeque, Parent Meet-Ups STEM family Fun Night, concerts and athletic events are all good examples of engaging parents. Burmese Liaison, Equipment, Evergreen Document re: scl MS Student –led conferences, IEP/504/EST meetings, Advisory Task Force and the school newsletter also engages parent and keeps them informed. The facility being used by outside groups like Girls Scouts, Islamic School, and athletics are also means of getting parents involved. Michael asked if the Liaisons are used. Sean said they are. Tori expressed concern with how information gets to parents after elementary school due to the older children being more apt not to bring home the newsletter and sharing information. Michael asked about Educational Support Teams and would like an update in the future on how deep that support gets.
4. **Public Comments** - None.
5. **Consent Agenda:**
 - a) Minutes of Meetings: November 11, 2015 and December 2, 2015
 - b) Policy Title: 2.3 Financial Condition and Activities
 - Approval of Bills
 - c) Policy Title: 2.5 Emergency Superintendent Succession
 - Approve Superintendent Monitoring Report
 - d) Policy Title: 2.7 Compensation and Benefits
 - Approve Contract Recommendation: Long Term Sub, Gr. 4 - Lacey Potter
 - e) Policy Title 2.8 Communication and Support to the Board
 - Superintendent Report

Michael Decarreau said the only change he would like noted is in the November 11th minutes in Section A, second line should read - The district will need to decrease the base line budget by \$280K. Motion made by Tori Cleiland to accept the Consent Agenda with the above noted change. All present in favor.

6. **Executive Limitations (Policy Section II):**
 - a) Policy Title: 2.4 Financial Planning & Budgeting – FY17 Budget Work Session: Jay Lambert, James Read and Rebecca Court joined the Trustees at the table. Sean McMannon gave each person handouts with updates since the last budget work session. He explained that the Financial Management Report that was received at the last work session had a keying error. Discussion included the overall increase in IT and Rebecca explained that these increases include toner, etc. The Co-Curricular budget includes coach's salaries along with their assistants and referees. Sean and Rebecca shared good news that the Equalized Per Pupil amount has increased. Jim asked where the figures in math have changed and Rebecca explained there were a change in staffing and their needs. Sean explained that the budget is based on what is in Legislation at the present time. To meet the 2.75 % cap there would need to be a decrease of \$344,836 and he gave a breakdown of where some of the cuts would come from. Jim expressed his concern about cutting the Pre-K bussing due to safety. Sean does agree, but at this point it comes down to what is required and what is not to stay in compliance. Jay agreed and suggested looking at cuts like the School Resource Officer. Jay Portilla said another consideration would be suspending sports for one year and even though it is a drastic measure it would bring

awareness to the Legislators. This brought up a discussion that sports attract some students in school that would not stay otherwise. Board members expressed concern about cutting bussing, another IA, Field Trips (equity issue) and the co-curricular programs. Cash Reserve came up for discussion and Michael explained that in the past few years there has been about \$100k carried into the new budget. As the reserve is moved, there needs to always be \$100k carried forward. Sean told board members he will try to get the required information for the next scheduled budget work session. He said he would notify them if he cannot. Otherwise, the meeting will be moved or canceled and the next meeting would be December 23rd.

7. ENDS Monitoring (Policy Section 1):

- a) House Model Presentation - Leon Wheeler, Principal along with teachers Matthew Webb, Lindsay Cox and Thomas Payeur presented. Each board member was given an index card to write down any questions they have regarding the House Model. An overview was given regarding the Nellie Mae Grant. The overall results are that Winooski students come college and career ready. The goal is that the students will be proficient in communication, critical thinking and problem solving. Discussion included how the students will be sorted into houses? Houses will be based on student interest? Themes to the houses hopefully will create some spirit. A question that came forward is when the general public will learn about the House Model. The expectation is that there will be a community event around February or March to bring people together to understand GXs night. Rainbow suggested having students present the House Model to the student population. Lindsey is working on a grant proposal for the communication piece.

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 and Ledania, Student Representatives, gave updates on current class celebrations, the Penguin Plunge, holiday concerts, fundraisers and athletics.
- b) Policy Title: 4.1 Governing Style
- Discussion - Board Monitoring Report – Discussion included the format, attendance and preparation for meetings. Members agreed that monitoring the board is a key component for Governance. More training will be January 9th. Everyone agreed that not every board member could make every meeting.
- c) Policy Title: 4.2.4 Board Job Description
- Discussion: December 17th meeting with Legislators – Sean and Michael will be meeting with Winooski City leaders and Burlington team members next Thursday along with local legislators regarding advocacy in Montpelier.

9. Community Engagement (Policy 4.2.1):

- a) There haven't been any recent community activities attended by board members.

10. Next Agenda: None.

11. Michael reviewed the Upcoming Important Dates:

- Budget Meetings – December 16th and 23rd (if needed) and January 6, 6:30 pm, LMC
- School/City Joint Legislative Breakfast will be held on December 17th, 7:30-9:30 am, LMC
- JFK Winter Performance will be December 17th at 6:30pm in the Gymnasium
- VSBA Workshop on December 19th at 9:00 am in Room 102, WM/HS
- Winter Recess, No School from December 24th – January 3rd

12. Motion by Julian Portilla to enter Executive Session at 9:20 pm. Discussion to include teacher negotiations and a personnel issue. All present in favor.

13. Michael Decarreau moved to adjourn the meeting at 9:30 pm.

Respectfully Submitted by:

Brenda Steady
Board Recorder