

**WINOOSKI BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING  
WEDNESDAY, MARCH 11, 2015**

**MINUTES**

Board Members Present: Michael Decarreau, Tori Cleiland, Julian Portilla, Jen Corrigan, Mohamed Abdi,  
Student Representatives - Rainbow Chen and Ledania Taylor

Others in Attendance: Sean McMannon-Superintendent, Jaycie Puttlitz-Wellness Coordinator, Sara Raabe, Jay Lambert

1. **Call to Order/Pledge of Allegiance/Mindfulness:** Meeting called to order by Michael Decarreau, President, followed by Mindfulness with Tori Cleiland.

Jay Lambert gave Mohamed Abdi his Oath of Office as a newly elected Winooski School Board Member.

2. **Reorganization of Board:**

- a) Election of President – Julian Portilla nominated Michael Decarreau as President. All in favor.
- b) Election of Secretary - Tori Cleiland nominated Jen Corrigan as Secretary. All in favor.  
Michael Decarreau asked if the meeting dates and times would continue as is. All Board members agreed. Also, passed out a Participation and Voting at meetings by electronic means handout.
- c) Committee Assignments
  - Negotiations – Jen & Michael
  - Communications – Julian Portilla & Michael
  - Parent Engagement – Tori & Mohamed

3. **Agenda Review and Adjustments:** NONE

4. **Focus on Learning:** Wellness Coordinator, Jaycie Puttlitz, presented on Wellness. Through the Backpack Program through VT Foodbank, students in need receive extra food on Fridays for weekends. Also, there is the Fresh Fruit and Vegetable Program along with Universal Meals. Mindfulness & Movement are practiced across the school (Mindful City Update, Mindful classrooms, Spartans in Motion (SIM). Employee Wellness – There was a Wellness Day on March 3<sup>rd</sup>. All employees attended. There was 31 activities over a four-hour period. VEHI PATH – There are five wellness (including Jaycie) leaders and three coordinators. There are currently 131 registered users, which includes 41 active users. Zumba and Yoga classes are offered monthly for staff. Communications can be found on the Winooski School District Website. A Winooski Wellness Twitter Account has been created with monthly submissions. Also a district newsletter on wellness information is available. Other Initiatives include coordinating Safe Routes to School; JFK reached “Bronze” star status. There is also a plan to implement education district-wide regarding recycling and composting programs to prep for compliance of Act 148. There is a plan to coordinate the school community gardening. With the new changes the Wellness Policy needs to be updated. The Agency of education requires 30 minutes of physical activity included in a student day. It looks like SIM is meeting this expectation at the middle school level and a plan is under way to get high school students working towards 30 minutes of physical activity. Community wellness volunteers from Marathon Health come in and teach hygiene, etc. Julian asked how this would relate to drug use. Jaycie feels that keeping students busy with these opportunities regarding their health helps them make better

choices later in life. Supt. McMannon tied it all together with a theory that if there is a good wellness plan in effect it makes for a healthier student and a higher level of readiness to learn.

**5. Public Comments:** None.

**6. Consent Agenda:**

- a) Minutes of Meetings: February 11, 2015
- b) Policy Title: 2.3 Financial Condition and Activities
  - Approval of Bills
- c) Policy Title: 2.6 Asset Protection
  - Approve Superintendent Monitoring Report
  - Approve Vendor for Unit Vents & Exhaust Fan Replacement
- d) Policy Title: 2.7 Compensation and Benefits
  - Approve Long-term Substitute Contract for Corey Kotlar
  - Approve Administrative Contracts for 2015/16
  - Approve Teacher Contracts for 2015/16
- e) Policy Title 2.8 Communication and Support to the Board
  - Superintendent Report
- f) Policy Title: 4.2.2 Board Job Description
  - Repeal Policy #4132, Professional Development
  - Adopt Policy #5118, Participation of Home Study Students in School Programs

Motion by Tori Cleiland to accept the consent agenda as presented, with a second by Julian Portilla. Discussion included Michael asking if the low bidder for the vents and exhaust replacement is the right decision. Sean confirmed that an outside firm was consulted and this vendor was recommended. All present in favor.

**7. Executive Limitations (Policy Section II):**

- a) Policy Title 2.8 Communication and Support to the Board
  - Introduction/Discussion: Appointment of New JFK Principal Sara Raabe  
Sean introduced the new JFK Principal, Sara Raabe, to the School Board and welcomed her. Sean explained the process of hiring a principal. Nineteen applications were received by a 13-member committee and then reduced the candidates to seven. Seven were interviewed in the 1<sup>st</sup> round. Four were selected for a 2<sup>nd</sup> round. Each of the four candidates met for a day and had a tour of the school. Through the day they met support staff and anyone who wanted to meet with the candidates. Sara gave an overview of her background and how she decided to apply for the position with Winooski. During the interview process she felt like Winooski is a good fit for her.

**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 – Hopefully spring is on the way. Students are well rested from vacation. Aspirations Day was a big hit. This is a day where students learn about different colleges and programs available to high school students from motivational speakers. The new displays for the arts include calendars with a variety of themes on each student's calendars. Student/Faculty basketball game included the superintendent. Faculty won by only two points. A few fundraisers took place during the game including a 50/50 raffle for Prom. There is a Papa Franks fundraiser coming up and the sale of prom

tickets. A prom fashion show was a big hit last year and another one is planned this year. Update on sports. Middle School dance on March 13<sup>th</sup>. There is a Babysitting Workshop on March 14 for ages 11-14 at no cost to the student. Upward Bound students went to the State House and spoke with the Winooski Representatives about issues in the district including dual enrollment. Ledania shared that the Mentoring Program is a success. The play "Charlie and the Chocolate Factory" was presented on March 6 and 7 by 4<sup>th</sup> and 5<sup>th</sup> graders. On March 26<sup>th</sup> there is a Sleep Out for awareness of the homeless to benefit Spectrum Youth & Family Services. The Boston Trip is coming soon -April 7<sup>th</sup>. Rainbow – has the highest typing score of 99 WPM among students. Yearbook Committee has raised \$4,000.

b) Policy Title: 4.2.2 Create Written Governing Policies

- Discussion – 1<sup>st</sup> Reading, Policy #4117-Hazing

Julian inquired if there has been any issues regarding hazing. Sean and Michael said there has not been any to date. Michael did ask Sean if coaches are properly apprised of the policies. Michael thought the procedures seem crisper in the state model. He also felt that the procedures need to be clear enough so there is no question if a student is brought before the board for a violation.

- Discussion – 1<sup>st</sup> Reading, Policy #8311-Board Member Conflict of Interest

Michael asked about Page 10 regarding Governance – Do not hesitate when voting if there is any potential conflict. Found it interesting that the Policy and Procedures are wrapped in together. He recommends taking the local and state piece of the policy and moving to an Implementation Header.

- Discussion – Graduation Requirements Policy

Sean gave an overview of VSBA – Wait for a model policy from VSBA or polish up the current policy to stay in compliance. Move the current procedures to a policy. Sean – change language to meet the education quality standards and bring back as a first reading.

c) Policy Title: 4.2.4 Legislative Update

- Discussion: See Superintendent Report for backup on latest draft bills

Michael Decarreau recognizes there is a need for involvement and shared the percentages of equalized student populations and health care costs caps. Find a way to control property taxes. Jen Corrigan expressed concern about cutting programs if the board is required to keep a 2% cap. Julian Portilla asked about the impact of the health care costs. The House and Senate decide which bills they bring forward. Sean McMannon doesn't feel that anyone from the district needs to attend the discussion at the state level due to a good representation already present.

**9 Community Engagement (Policy 4.2.1):**

a) Discussion: Recent community activities by board members

Jen Corrigan attended a city meeting. There was a discussion of a functioning dog park. Great things are going on in the community. Sean McMannon attended a United Way discussion on Opiates. There was a keynote speaker along with local planning groups. There was a focus on neighborhoods and community members. Julian Portilla is attending an Opiate meeting in April. Rutland will participate on what is happening there. Julian Portilla asked for an update on the transportation issue. How is the board going to approach this? Sean McMannon and Michael Decarreau took a walk on the problem routes that were discussed at the January Board meeting with concerned parties. Interview times are set up with parents, staff and board members on Friday, March 20<sup>th</sup>, at 5:30 pm. Michael Decarreau and Jen Corrigan will attend. Meg Cline will have an update in the board agenda packet in April. UVM will be conducting a transportation study. Data will be coming from UVM. CCTA

will have meetings regarding transportation. This is a work in progress that will culminate with options for the next budget cycle.

**10. Next Agenda:** None.

**11. Upcoming Meeting Dates:**

- Regular Board Meeting on Wednesday, April 8<sup>th</sup>.
- Parent/Teacher Conferences will be April 9<sup>th</sup> and 10<sup>th</sup>.

**12. Executive Session:** None.

**13. Possible Action on Executive Session:**

**14. Adjourn:** Tori Cleiland made a motion at 8:23 pm to adjourn with a second by Jen Corrigan. All present in favor.

Respectfully submitted,

Brenda Steady  
Board Recorder