

WINOOSKI BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
WEDNESDAY, MARCH 8, 2017
Minutes
Corrected - 4/12/17

Board Member Present: Michael Decarreau-President, Jen Corrigan-Clerk, Tori Cleiland, Matthew MacNeil, Julian Portilla, Alexander Do and Rainbow Chen -Student Representatives

Board Members Absent: None

Administration Present: Sean McMannon-Superintendent

Others Present: See sign-in sheet on file

1. Sean McMannon called the meeting to order at 6:32 pm followed by the Pledge Allegiance and Mindfulness with Tori Cleiland.
2. **Reorganization of Board:**
 - a) Oath of Office:
K. R. Decarreau administered the Oath of Office to Michael Decarreau and Matthew MacNeil.
 - b) Election of President
Sean McMannon asked for nominations for president. Tori Cleiland nominated Michael Decarreau for president. All in favor.
Elected board president Michael Decarreau conducted the remainder of the meeting.
 - c) Michael Decarreau asked for nominations for Clerk. Julian Portilla nominated Jen Corrigan for Clerk. All in favor.
 - d) Code of Ethics: Board Members' Code of Conduct-Policy 4.7
Board members received a printout of the Code of Conduct for review and signatures.
 - e) Robert's Rules for Small Boards:
Michael Decarreau recommended using Robert's Rules for Small Boards. Tori Cleiland moved to adopt Robert's Rules for Small Boards. All in favor.
 - f) Committee Assignments:
Communications Committee: Jen Corrigan moved to have Julian Portilla and Tori Cleiland serve on the Communications Committee. All in favor.
Parent Engagement Committee: Board members felt that Parent Engagement is no longer needed due to it being covered in the Communications Committee.
Negotiations Committee: Julian Portilla moved to have Matthew MacNeil and Michael Decarreau serve on the Negotiations Committee. All in favor.
3. **Agenda Review and Adjustments:** Rainbow asked if the student report could be moved sooner in the agenda due to another engagement.

- a) Policy Title: 4.1.b Governing Style: Encouragement of a Diversity of Views
Student Report to the Board – Alex Do-Student Representative gave an update on Boys and Girls Basketball. The girls' team made it to playoffs. They will play on Friday at 7:00 pm. Rainbow Chen-Student Representative shared the events that took place during the half day of school on February 15th. She was pleased to read the State Higher Education Policy that promotes a safe and supportive environment for all students in Montpelier.
4. **Focus on Learning:** Sean McMannon-Superintendent lead into the presentation on **School-Based Health Center**. Elizabeth Parris, RN continued saying the goal is to reduce absenteeism, tardiness and early dismissals while keeping students healthy enough to stay in school and continue learning. What is a SBHC? It is a mini doctor's office that is staffed by pediatric providers. Students can be treated for acute illnesses like flu, ear infections, strep throat, rashes, chronic conditions, including asthma and diabetes with an emphasis on prevention, early intervention and risk reduction. Currently the Burlington School District has 4 SBHC's. Their centers are currently open 2-3 days during the week. Data has proven successful. Elizabeth shared the data on the number of visits to the nursing office, including students that are sent out. Currently there is a Dental Transportation Program. Diane Pulson, tooth tutor, currently works with students. Elizabeth introduced Dr. Ann Zuckerman. Dr. Zuckerman continued with why health care providers are interested in the SBHC. The mission is to provide quality healthcare services, reduce healthcare disparities and keep kids safe, healthy and well within their families and communities. The SBHC will be financed from a variety of services. Providers will bill the student's insurance directly. There are also funds available for students that do not have insurance and there will be help for parents to sign up their child for insurance. The district does not have to pay the provider service. Space will be donated by the Winooski School District. There are grants that can be applied for through state and federal programs. To date, a project team has been established. Winooski School District has Sean McMannon-Superintendent, Elizabeth Parris-RN and Katherine Monje-RN working to make this happen along with four UVM Children's Hospital Primary Core Clinics and two doctors from the Community Health Center of Burlington. Julian Portilla asked about providing care when a child has a provider. Matthew MacNeil asked if this is just physical health or if mental health is included. At this time it is only physical health with the hopes of having mental health services in the future. Jen Corrigan asked if in the future dental can be provided in the school. At this time there is a space issue.
5. **Public Comments:** None
6. **Consent Agenda:**
- a) Minutes of Meetings: February 8, 2017
 - b) Policy Title: 2.3 Financial Condition and Activities
 - Approval of Bills
 - c) Policy Title: 2.7 Compensation and Benefits

- Approve Teacher Contracts for 2017-18
 - d) Policy Title 2.8 Communication and Support to the Board
 - Superintendent Report
 - Approval of School Calendar for 2017-18 School Year
 - e) Policy Title: 4.2.2 Board Job Description
 - Adopt Policy #4116, Harassment of Employees
- Motion made by Julian Portilla to approve the Consent Agenda as presented.
All in favor.
Tori Cleiland gave a shout out to suggest that people read the Superintendent Report due to the wealth of information that is included in it.

7. Executive Limitations (Policy Section II):

- a) Policy Title: 2.6 Asset Protection
 - Discussion: Superintendent Monitoring Report
- Sean McMannon said IT is planning on upgrading the firewall. Tori Cleiland liked the addition of number nine.

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

- a) Policy Title: 3.4 Monitoring Superintendent Performance
 - Discussion: Board Monitoring Report
- 3.4.7 on the policy regarding setting the salary of the superintendent. Sean McMannon suggested thinking of language preceding the contract.
- b) Policy Title 4.6 Chair's Role
 - Review and discussion: Michael Decarreau shared that the president can drive the board in a distinct direction. Currently the superintendent has a strong input and how can this be continued through this policy. Currently the superintendent and president work well together. It was decided that the superintendent be included to work with the board president. A data point would be consulting with the superintendent. It was suggested that the superintendent have the ability to make sure there is compliance. The clerk, Jen Corrigan, will clean it up for the next meeting. Michael will provide a sample of past practice of a check list.

9. Governance Processes (Policy Section IV):

- a) Policy Title: 4.1.b Governing Style: Encouragement of a Diversity of Views
 - Student Report to the Board – moved to 3a.
 - Reorganize Board/Committee Assignments – completed under 2f.
 - b) Policy Title: 4.2.2 Create Written Governing Policies
 - Discussion – 1st Reading, Policy #1340, Tobacco Prohibition
- Sean said the model and local policy are virtually the same. Line 3 of the school policy needs to be updated. There has been an update on tobacco products so he will work on polishing up 3 and 4. Betel Nut does not have an age limit unless it has tobacco in it. Board members asked if there should be a policy created regarding Betel Nut. Sean recommended at this point not to build a policy and he will continue to work with students as a

prevention and will let the board know if there is something needed at a later date.

- Discussion – 1st Reading, Policy #4310, Alcohol & Drug Free Workplace
This is for employees not students. Sean will review but at this point it is straight forward.
 - Discussion/Possible Adoption – 2nd Reading Policy #6146, Access to Electronics – Tabled until April.
- c) Policy Title: 4.2.4 Legislative Update
- Sean recommended that board members keep an eye on the legislative updates including the cost containment efforts and health care benefits.

10. Community Engagement (Policy 4.2.1):

- a) Discussion: Recent community activities by board members included Jen Corrigan and Michael Decarreau attended the Town Meeting along with Sean McMannon.

11. Next Agenda: None.

12. Upcoming Important Dates:

- Teacher Negotiation Meetings will be held on March 16th and March 23rd at 6:00 pm in Room 102.
- The next regular board meeting will be April 12th at 6:30 pm.

13. Motion made by Jen Corrigan to enter executive session at 8:20 pm to discuss labor negotiations. All in favor.

14. Possible Action on Executive Session: None.

15. Motion made at 8:42 pm by J. Portilla to adjourn. All in favor.

Respectfully submitted by:

Brenda Steady
Board Recorder