

**WINOOSKI BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
WEDNESDAY, APRIL 9, 2014
Learning Media Center**

All students will graduate from the Winooski School District (WSD) college and career ready at a cost supported by a majority of the Winooski community. WSD students will lead healthy, productive and successful lives and engage with their local and global community.

MINUTES

MEMBERS PRESENT: M. Decarreau, President
J. Corrigan, Member
J. Portilla, Member
T. Cleiland, Member
Student Representatives: Dakota Duffey and Ledania Taylor

OTHERS PRESENT: S. McMannon, Superintendent
Steve Forman, Teacher
Tom Payeur, Teacher
Rebecca Mellen, Teacher
Glenn Willette, Math Coach
S. Chalmers, Board Recorder

1. **Call to Order/Pledge of Allegiance – Review Focus of Meeting:** M. Decarreau calls the meeting to order with recitation of the pledge, at 6:37 p.m.

2. **Focus on Learning:** Math Best Practices
Tom Payeur, high school math teacher, and Glenn Willette, math coach for JFK Elementary, present the three tenets that comprise best practices involving math instruction. Payeur and Willette discuss methods in which to align the math curriculum to the Common Core Standards through the use of best practices, which include having all students learn to make sense of a problem, justify the reasonableness of a solution, and generalize.

3. **Consent Agenda:**
 - a) Minutes of Meetings: March 12, 2014
 - b) Policy Title: 2.3 Financial Condition and Activities
 - Approval of Bills:

#22-23	Payroll& Payroll Expenses	\$635,601.37
#1135-1138		
#1142-1145		
#1132, 1133	Accounts Payable	\$938,308.89
#1139-1141		
#1146		
#1134	Food Service	\$59,773.42
 - Financial Management Report
 - c) Policy Title: 2.7 Compensation and Benefits
 - Approve Support Staff/IA Contracts for 2014/2015 SY
 - Approve Contract Recommendation – Lucas Dunn, French Teacher
 - d) Policy Title 2.8 Communication and Support to the Board
 - Superintendent Report
 - e) Policy Title: 4.1 Governing Style
 - Board of School Directors Award

MOTIONED by J. Portilla, second by J. Corrigan to accept the consent agenda. Motion passed 4-0.

4. Executive Limitations (Policy Section II):

- a) Policy 2.3; 2.4; 2.6 and 2.7 – Audit Report
 - Discussion: Audit report approved MOTIONED by T. Cleiland, second by J. Corrigan to accept audit report
- b) Policy 2.7 Compensation and Benefits – Superintendent Monitoring Report
 - Discussion: The board reviewed the compensation and benefits package for non-contracted employees. Superintendent McMannon states that some of the wording within the document will be changed to accurately reflect statements from the business manager. M. Decarreau reports that he will inspect the compensation package by the next board meeting.

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

- a) Policy Title 3.4.6 Monitoring Superintendent Performance
 - Discussion – Superintendent Evaluation/Expectations: The board discussed the evaluation process for evaluating the superintendent and suggested evaluating Superintendent McMannon by reviewing policies from prior board meetings, versus completing a designated evaluation form. See the attached form, titled Superintendent Evaluation Summary, form 5a.
- b) Executive Limitations Schedule for 2014-15
 - Discussion: In June, M. Decarreau states that he would like to establish evaluation dates for next year and to determine what policies will be reviewed.

6. Governance Processes (Policy Section IV):

- a) Policy Title: 4.1.b Governing Style: Encouragement of a Diversity of Views
 - Student Report to the Board: Dakota Duffey and Ledania Taylor, student representatives to the board, provide updates across the schools, including upcoming dates of sports games. Duffey reports that the prom theme will be ‘Footloose’ and will be held in Cambridge. Further, the prom committee has raised \$2,000.00 to date to fund the prom and Winooski’s Parent Teacher Organization has donated \$600.00 to fund prom activities.
- b) Policy Title: 4.1.c Strengths-Based Leadership Book
 - Discussion: Superintendent McMannon states that in learning the strengths of each member of the Winooski administrative leadership team, he is better able to direct individuals in using such strengths. Superintendent McMannon, responding to J. Portilla’s inquiry as to how the superintendent can utilize his strengths in managing staff, states that he has utilized his own strength outcomes to better manage and direct the Winooski administrative leadership team, which includes principals and directors. The process of reflecting upon strengths has proved a beneficial tool for self-reflection.
- c) Policy Title: 4.2.2 Create Written Governing Policies
 - Discussion – 1st Reading, Policy #5145, Protection of Pupil Rights Amendment (PPRA) – Student Surveys: S. McMannon states that the final student survey tools more concise than in the past and will be used as a direct method in measuring student satisfaction. MOTIONED by T. Cleiland, second by J. Corrigan to accept the PPRA. Motion passed 4-0.
 - Discussion – 1st Reading, Policy #6171, Parental Involvement, Title I, Part A: S. McMannon recommends reviewing other district’s or supervisory union’s parent contribution groups in finalizing the final copy of the parental involvement document. S. McMannon to finalize the 1st Reading, Policy #6171, Parental Involvement, Title I, Part A, with prior year’s suggested changes considered. MOTIONED by Portilla, second by T. Cleiland to accept the policy. Motion passed 4-0.
- d) Policy Title: 4.2.4 Legislative Update
 - Discussion-School Governance: The board discusses that several superintendents across the state have met to discuss current education funding model. S. McMannon refers to how different districts/supervisory union’s have formed boards.

7. Community Engagement (Policy 4.2.1):

- a) Discussion: Recent community activities by board members
 - Ends & GXs Community Forums: Discussion: M. Decarreau mentions asking community members and representatives from UVM and Champlain College to come in to Winooski to discuss college readiness with students. D. Duffey, student representative, states that having WSD alumni, along with admissions coaches, talk with high school students would be beneficial.

- Staff Appreciation Breakfast – May 22nd: It is suggested that a full staff luncheon also occur on the last day of school with the possibility of board members assisting in serving staff.

8. **Next Agenda:** Staff appreciation activities for June will be finalized at the next board meeting.

9. **Upcoming Meeting Dates:**

- Parent/Teacher Conferences – April 10-11
- Spring Recess – April 21-25
- VSBA Workshop @ Winooski – April 29
- Regular Board Meeting – May 14

10. **Executive Session:** MOTIONED by T. Cleiland, with second by J. Corrigan to move into executive session to discuss a., b., and c., below. Motion passed 4-0, to move into executive session at 8:35 p.m.

- a) Student Discipline
- b) Personnel
- c) Support Staff Contract

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

12. **Adjourn:** The board adjourned at 9:10 p.m.

Respectfully submitted,

Shanon Chalmers
Board Recorder