

**WINOOSKI BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
WEDNESDAY, MAY 14, 2014**

MINUTES

MEMBERS PRESENT: M. Decarreau, President
J. Corrigan, Member
T. Cleiland, Member
J. Lambert, Member
Student Representative: Ledania Taylor

OTHERS PRESENT: S. McMannon, Superintendent
L. Wheeler, Principal
J. LaPointe, JFK Literacy Coach
J. Bruce, Teacher
D. Issenberg, M/HS Reading Tchr.
K. Scannel, Reading Plus COO
D. Amsden, College Recruiter Rep.
D. Steffan, CCV
D. Murphy, CCV
J. Levino, CCV
C. Diamond, UVM
S. Andriano, Champlain
Dr. F. Guzman, Champlain
R. Hamilton, Assoc. Dean of ACPHS
P. Bedrman, Dir of Chit. Cty. Headstart
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 6:34 p.m. T. Cleiland leads the group in a mindfulness exercise.
2. **Focus on Learning:** Reading Program
Jennifer LaPointe, literacy coach at JFK Elementary, and Donna Issenberg, Middle and High School literacy coach present overviews of literacy instruction at the primary, middle and secondary level. J. LaPointe emphasizes that purposeful reading and writing instruction is the focus of elementary instruction at JFK. D. Issenberg emphasizes that instruction at the middle and secondary levels is focused on preparing students to be career and college ready. Utilizing a strong data management system, data is used as a means to place students at the appropriate instructional level. Jessica Bruce, teacher, provides an overview of Read 180 instruction at the secondary level and has several of her students present a brief overview of their own personal experiences when using the program. Bruce has seen tremendous growth in the students who have progressed through the program. Four WHS students describe their experience with Read 180 and advocate for its continued use.
3. **Consent Agenda:**
 - a) Minutes of Meetings: April 9, 2014
 - b) Policy Title: 2.3 Financial Condition and Activities
 - Approval of Bills

#24-25	Payroll & Payroll Expenses	\$653,893.19
#1149-1152		
#1156-1159		
#1147	Accounts Payable	\$799,796.27
#1153,1155		
#1160-1163		
#1154	Hot Lunch	\$38,654.30

 - Approval of Flexible Benefits Plan Resolution
 - c) Policy Title: 2.6 Asset Protection
 - Select Newsletter Vendor
 - d) Policy Title: 2.7 Compensation and Benefits
 - Approve Superintendent Monitoring Report 2.7
 - Approve the following Teaching Contracts for 2014/15:
 - Ada Wetmore, Early Childhood Special Educator (1.0)

- Tim Rich, Middle School Special Educator (1.0)
 - Melissa Kilbourn-Mintzer, Middle School Special Educator (1.0)
 - Shanon Chalmers, Middle School Special Educator, 1-year only (1.0)
 - Andrew Schlatter, Elementary Teacher (1.0)
 - Jenny Wright, Elementary Teacher (1.0)
 - Karen O'Brien, K-5 Special Educator/Behavior Interventionist (1.0)
- e) Policy Title 2.8 Communication and Support to the Board
- Superintendent Report
- f) Policy Title 4.2.2 Board Job Description
- Adopt Policy #5145, Pupil Privacy Rights
 - Adopt Policy #6171, Parental Involvement, Title I, Part A
- g) Policy Title: 4.2 Board Job Description
- Appoint External Auditor

MOTIONED by T. Cleiland, second by J. Corrigan to accept the consent agenda, with the addition of 4c. being added: teacher nominee Laura Abbene.

4. Governance Processes (Policy Section IV):

- a) Policy Title: 4.1.b Governing Style: Encouragement of a Diversity of Views
- Student Report to the Board: Ledania Taylor, student representative, provides update of school happenings, including identifying the date of the senior prom as being May 23rd. L. Taylor reviews band performance dates. The high school band will perform at the Jazz Festival on June 4, 2014, on Church Street, at 1:00 p.m. On June 3rd, 'Spartan Days' at the middle school will commence. Upcoming dates of sports team schedules are reviewed by L. Taylor. Penny Ly, JFK fifth grade student, won the 'Doodle for Google' contest at the state level, which asked students to create a doodle emphasizing an invention that would make the world a better place. Lee will travel to California this upcoming week to compete for the national grand prize of a \$30,000 scholarship and a \$50,000 technology grant for the school.
- b) Policy Title: 4.2.2 Create Written Governing Policies
- Discussion – 1st Reading, Policy #4127, Volunteers, Work Study Students and Student Teachers: Policy # 4127 and #4128 will be merged into one position, per the request of S. McMannon, with 'coaches' from #4128 being moved to #4127. There is no requirement that there needs to be a separate policy for 'volunteer' positions. Specific procedures for securing individuals for the position(s) will be added to #4127. MOTIONED by J. Lambert, second by T. Cleiland to accept the merging of #4127 and #4128, respectively. Motion passed 4-0.
 - Discussion – 1st Reading, Policy #4128, Volunteer Coaches & Activity Directors/Coordinators: #4128 will be combined with #4127, as stated in 4.b).
- c) • Laura Abbene, Librarian (1.0) MOTIONED by T. Cleiland, second by J. Corrigan to accept the nomination of L. Abbene. Motion passed 4-0.

5. Executive Limitations (Policy Section II):

- a) Policy Title: 2.8 Communication and Support to the Board
- PreK Expansion Discussion: Sean McMannon, Superintendent, requests that the board reflect upon their willingness to approve a renovation request, in reference to renovating the multi-purpose room into an early childhood classroom. Sean states that there is a community need to support the expansion of the preschool. S. McMannon is moving forward with securing a bid proposal in order to gauge to price of an expansion. Refer to handout that was provided by S. McMannon. The renovation of the multi-purpose room would allow 17 four year olds to participate in the preschool program. S. McMannon introduces Paul Bedrman, Director for Champlain Valley Headstart. Mr. Berman reaffirms the need for more preschool age students to participate in Head Start and provides a brief overview of the Head Start program. S. McMannon will report back to the board when a bid process has concluded.

6. Community Engagement (Policy 4.2.1):

- a) Discussion: Recent community activities by board members
- Ends & GXs Community Forums: Members of the community presented concepts surrounding what makes students college ready. M. Decarreau introduces community members in order to initiate a discussion surrounding what students need to be 'college ready', and or 'career ready', as well as what is necessary to be local and global citizens.
 - College Readiness: Representatives from Champlain College, the University of Vermont, and the Community College of Vermont discuss college expectations as applicable to Winooski graduates. The representatives collectively affirm that current high school graduates applying to college need to be effective writers and have excellent communication skills. The representatives stress that students entering college need to be well organized, self-motivated, and critical thinkers. Understanding one's learning style is of benefit to students entering college and career programs.

7. **Next Agenda:** The board discusses the possibility of having more community members speak at future board meetings. The board agreed to have one additional meeting in July in order to have the next community career ready presentation. This will be held in July so that the board will be able to expand upon the presented information during the August board retreat. MOTIONED by J. Corrigan, seconded by T. Cleiland to accept the addition of a July meeting date. MOTION passed 4-0.

8. Upcoming Meeting Dates:

- Week of May 19 – Spring into the Arts
- May 22 – Staff Appreciation Breakfast
- June 11 – Regular School Board Meeting
- June 13 – End of Year Luncheon
- June 14 – Graduation

9. **Executive Session:** MOTIONED by J. Corrigan, seconded by T. Cleiland to move into executive session at 9:40 p.m. Motion passed 4-0.

- a) Real Estate
b) Student Discipline
c) Administrative Evaluations

10. Possible Action on Executive Session:

11. **Adjourn:** The meeting adjourned at 10:23 p.m.

Respectfully Submitted,

Shanon Chalmers
Board Recorder