

**WINOOSKI BOARD OF SCHOOL TRUSTEES  
BOARD RETREAT  
SATURDAY, SEPTEMBER 16, 2017  
\*\*\*DOUBLE TREE HOTEL\*\*\***

**MEETING MINUTES  
8:30 am - 12:30 pm**

**MEMBERS PRESENT:** President Mike Decarreau, Secretary Jen Corrigan, Members Tori Cleiland and Matthew McNeil and Alexander Yin

**OTHERS PRESENT:** Superintendent Sean McMannon, Administrators Leon Wheeler, Kate Grodin, Sara Raabe, Robin Hood, and Kirsten Kollgaard, Patty Melaragno, Jennifer Ellison

1. **Call to Order: 8:30 am:** Meeting was called to order by Board President Mike Decarreau at 8:31am and mindfulness was led by Tori Cleiland.
2. **Leadership Team: 8:30-8:45 am**
  - Reflection/Needs moving forward: The WSD Leadership team reflected on the successes from the past school year within the three main elements of the Ends Statement:
    - College & Career Readiness: decrease in WHS tardy rate, Driver Education offered outside regular school day, Rowland Foundation fellowship awarded to WHS teacher Lindsey Cox
    - Healthy, Successful & Productive Lives: WMHS Smart Start/Orientation for 6<sup>th</sup> and 9<sup>th</sup> graders, two staff graduates of Leadership Champlain, Clothing Drive, New Teacher Orientation & Mentoring program
    - Local & Global Community Engagement: Facility renovations and feasibility study, Imaj student vignettes, Local causes-Penguin Plunge & Big Change Roundup
3. **Board: 8:45-9:00 am**
  - Reflection Past Year Performance: Board noted the following successes from the past school year: Passage of the FY18 budget, continued adherence to the policy governance model, work by board negotiators on labor negotiations with teachers and support staff and completion of several board monitoring reports
  - Focus Areas for 2017-18: Board discussed
  - Education Needs/Board Development: Board would like education/development on VT state education funding, capital planning/financing, communications plan & strategy with ownership, how to develop Ends metrics and continued work on policy governance in the upcoming school year
4. **Metrics for ENDS: 9:00-10:00 am**
  - Reading/Math Scores: The board is interested in continuing to track “At Least 1-Year’s Growth” in reading and math.
  - 4/5/6 year graduation Rates: The board is interested in continuing to track these multiple year rates with a focus on retention and support so students can be ready for post-secondary education and/or career
  - Attendance/Behavior Data: board is interested in continuing to track these metrics to monitor progress of the investments made in these areas in the past few years.
    - Soft Skills: Grit, Problem Solving, Etc.
5. **Communication Plan to Community: 10:00-Noon**
  - IMAJ Associates presented the strategic communications plan and facilitated a role-playing activity to build board member’s communications skills related to the most often asked questions of board members
6. **Action Plan: 12:00-12:30 pm**
  - Who Does What and When?: Board will identify the questions they want to ask the ownership at an upcoming board meeting.
7. **Lunch (Trader Dukes) 12:30 pm**
8. **Adjourn:** Motion made by Tori Cleiland to adjourn at 12:32pm. All in favor.

