

**WINOOSKI BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
WEDNESDAY, JANUARY 9, 2013**

MINUTES

MEMBERS PRESENT: M. Decarreau, President
J. Lambert, Secretary
A. Booher, Member
T. Cleiland, Member
J. Corrigan, Member

OTHERS PRESENT: M. Lundeen, Superintendent
R. Hood, Director of Spec. Ed./ELL
V. Gardner, Policy Governance Consultant
L. Wheeler, 6-12 Principal
Vaughn Altemus, DOE
A. Fenoff, Citizen
J. Neilson, Citizen
M. and E. Willis, Citizens
J. Perrotte, Teacher
R. Goulet, Finance Manager
M. O'Rourke, PK-5 Principal
S. Metivier, Board Secretary
Angelo Odatto, Policy Governance Consultant
J. Ticehurst, School Treasurer
T. Isley, Citizen
M. Bushey, Citizen
D. Burdick, Citizen
JFK Students

1. Call to Order/ Pledge of Allegiance/National Anthem: M. Decarreau called the meeting to order at 6:37 p.m. Thera Neilson, a 1st Grader, sung the National Anthem.
2. Agenda Revision/Time Allocation: Lambert would like to bring up the Superintendent Search Committee under New Business. Also Item #3a under the Consent Agenda would like to have a conversation in executive session. Focus on Learning should be moved up to the front to accommodate students. Board consensus to make changes.
3. Consent Agenda (See attached – Accept/Adopt): The board agreed to remove item #3a out. MOTIONED by T. Cleiland, second by J. Corrigan to approve to approve the consent agenda. Motion passed 5-0.
4. Focus on Learning:
 - a) JFK Social Thinking Program – M. O'Rourke: Students Alice Bushey, Eric Buker, Richard Tanner, Anna Willis, Stella Murdock, and Kyrieasia Solomon introduced themselves. The presentation was done with a student asking questions about social thinking and how it works and another student answering.
 - b) MS/HS Longitudinal Data Presentation – L. Wheeler: Leon requested that this be on the February agenda as he is missing an adaptor to do the presentation.
5. Administrative Reports: J. Lambert noted that he asked for computer data and has received it. He said that at the last VSBA conference he saw what is going to happen with the common core and feels Winooski is in good shape but encourages principals to take advantage of what we can do with technology. L. Wheeler said the trip to NYC for the Partnership for Change, included 30 people (parents, students, staff and administrators) from both WHS and BHS. There is a lot to be learned from schools that are doing performance-based assessment. There were two schools in particular that were very inspiring. We now need to discuss how this is going to be presented to students and faculty and board. Common language was used in the schools. All students in NYC have to demonstrate their proficiency.
6. Public Comments:
 - a) General Public: None.
 - b) Winooski Education Association: None.
 - c) Student Council Representative: None.
7. Correspondence:
 - a) Letter from Education Secretary Vilaseca re: Consolidation Study Decision: M. Decarreau read the letter which says that the State Board of Education will permit Winooski to hire a Superintendent for a 2-year term with an option of a 3rd year while the study is being completed. A consolidation study will need to take place with a deadline of May 1, 2014. Decarreau said he asked Vaughn to be here to explain what the study will consist of.

- b) Letter from James Ticehurst re: Request for Charter Change: Decarreau read the letter asking for a charter change on voting for the treasurer by Australian ballot from a 1-year term to a 3-year term.
8. Ongoing Business (Deliberation & Possible Action):
- a) Policy Governance
- 2nd Reading – Executive Limitations and Global Ends Statement: Val Gardner said we would just be looking at Executive Limitations (Section 2) tonight. Decarreau pointed out some grammatical errors that needed fixing: #2.3, Section 7, end of sentence - should read **financial** reporting. #2.8, Section 9, last sentence should read **approved**. #2.6, Section 5 – confirmed that \$15,000 is still workable. #2.3, Section 4 – accept non-resident students . . . should be changed to add **with the exception of students exercising board approved school choice programs**. MOTIONED by T. Cleiland, second by J. Corrigan to approve. Motion passed 5-0.
 - Board Education Exercise in Policy Governance: Decarreau noted that he sent out 2 exercises in policy governance to see what some of these scenarios would look like. Val said that in many situations when an item is on the agenda or someone comes to the board with an issue, the board tends to dig into the issue. Policy Governance wants you to dig into policy first to see if the board has talked about the issue and what was said about the issue, then what do we need to do. This is a totally different train of thought. Under Board Governance it talks about taking time to train you by using policies as guidelines. Val asked the board to address the question in exercise 3.8. Look at all the policies, look at what was done prior to meeting and refresh yourself as to why you answered the way you did. Val asked if there was anything in the ends policy that helped direct what work is. Val also had the board examine Executive limitations, Board Management and Governance. The meaning of reasonable interpretation was discussed. Val encouraged the board to practice after getting information, then look at policies.
Global Ends Statement – Val brought a sample, but suggested input from the board.
- b) Consolidation Study: M. Decarreau asked Vaughn Altemus for boundary conditions to pass on to a potential company that would be doing the study. Vaughn noted that we have until January 16th to let the Vermont Board of Education know whether we will have the DOE conduct the study or hire an independent contractor to do it. Altemus made it clear that the State Board has no authority to make changes within a district without approval from the citizens. The study should look at whether more than one district can work together to share resources, both financially and academically. Once the study is complete, recommendations would be sent to the Secretary of Education who would then examine the report and make recommendations to the State Board of Education. The State Board is able to make a binding decision. After some discussion, it was decided that Mike Decarreau would contact the VSBA for a list of names of people who have conducted consolidation studies in the past and get a cost estimate. Decarreau will then get information out to the board and a decision on whether we will have the state do the study or commission an independent contractor will be made at a special board meeting next Tuesday.
- c) Parking Lot Paving Project: R. Goulet said that this project was put on hold last year to get a facilities committee together for recommendations. She noted that it would cost approximately \$200,000 to get it paved and striped. MOTIONED by J. Lambert, second by A. Booher to approve putting out an RFP in the most fiscally responsible way for this work. Motion passed 5-0.
- d) Approve Public Pre-K (Act 62) for 13/14 SY: M. Lundeen said this needs board approval annually. Money from ADM is given to approved preschools to offset tuition costs for Winooski students who are enrolled. Our budget is \$36,000 for this program. MOTIONED by T. Cleiland, second by A. Booher to approve. J. Corrigan will abstain, as she is a provider. Lambert asked what has happened to a previous discussion about bringing a preschool on site. M. O'Rourke said that we still need to complete a needs assessment. She is investigating this. Motion passed 4-0.
9. New Business (Receive Information & Possible Action):
- a) Charter Change Request – Increase Term of District Treasurer from 1 to 3 years: MOTIONED by J. Corrigan, second by T. Cleiland to accept the Charter Change request. This will need to go to the voters in March for approval, then to the state. It would not take effect until March 2014 if approved. Motion passed 5-0.
- b) Use of Facilities – Project Graduation: This event was cancelled. No action needed.
- c) Approve Announced Tuition for 13/14 SY: Lundeen said the figures are all based on a formula. MOTIONED by J. Lambert, second by A. Booher to approve tuition for the 13/14 school year as follows: Kindergarten - \$11,280; Grades 1-6 - \$11,280; and Grades 7-12 - \$14,663. Motion approved 5-0.
- d) School Choice Agreements for 2013-2014: M. Lundeen said that after having a conversation with the DOE, WHS is required to allow 28 students to exercise school choice. The number is capped and cumulative. This year we have 4 students who will be able to continue in school choice until they graduate. Next year 24 students can apply. We will no longer have district-to-district agreements. As of now there is no tuition following students. We have to set the number of students we can receive at 15 based on our

“Ensure student growth through continuous improvement”

demographics and student needs. Current agreements do not have to continue by law, but we budgeted for students @ SBHS to finish. Parents are responsible for transportation for those who exercise school choice. School choice is only for grades 9-12 at this time. Students have until March 1st to get in applications. If we have more than 28, then the lottery system kicks in which will be set up by the guidance counselor. Lambert said he would like an update in the spring on numbers. MOTIONED by J. Corrigan, second by T. Cleiland to accept a maximum of 15 incoming students for school choice. Motion passed 5-0.

- e) Supt. Search Board Committee: Decarreau said he should have come to the board to discuss the formation of a search committee and to appoint board members to the committee. He did not, and the search is already underway. Concern was expressed about the way it was publicized for people to become part of the committee and also about the lack of parents with students in the district on the committee. Lambert read the district policy on setting up search committees and what groups should be represented. Since we have this policy, we need to follow it. It was not followed in this instance. These meetings must also be warned. As the support staff is not represented, Rebecca Goulet offered to step down as long as Sandy Metivier would represent the central office and support staff. Sandy agreed to be a representative. M. O'Rourke noted that this is a screening committee who will select individuals to be interviewed. The committee will conduct initial interviews and will select finalists to participate in a 2nd round of interviews with stakeholder groups and the school board. After some discussion it was MOTIONED by J. Corrigan, second by T. Cleiland to appoint Mike Decarreau and Jay Lambert as board representatives on the committee. Motion passed 5-0.
10. Future Agenda Items: No additions.
11. Executive Session (Title I, Section 313): MOTIONED by J. Corrigan, second by A. Booher to move into executive session at 9:39 to discuss a couple of personnel issues. Motion passed 5-0.
12. Return to Open Session to Act on Personnel Matter: MOTIONED by J. Lambert, second by J. Corrigan to end executive session at 9:55 p.m. and return to open session. MOTIONED by A. Booher, second by J. Corrigan to release Chelsea Gray from her teaching contract. Motion passed 5-0. MOTIONED by J. Corrigan, second by T. Cleiland to accept Katherine Helm's letter. Motion passed 3-2 (Booher/Lambert).
13. Adjourn: MOTIONED by J. Lambert, second by J. Corrigan to adjourn at 9:57 p.m. Motion passed 5-0.

**CONSENT AGENDA
WEDNESDAY, JANUARY 9, 2012**

- I. Meeting Minutes: December 12, 2012
- II. Approve Professional and Staff Development Financial Reports
- III. Contracts:
 - a) Letter from Katherine Helm – Not seeking renewal of 13/14 contract
- IV. Approval of Bills:

#12	Payroll	\$14,052.51
#1075	941's	\$70,472.85
#1076	St.Vt	\$8,708.26
#1077	Dir.Dep	\$201,139.50
#1078	P/R Ded.	\$24,522.57
#1079	Accounts Payable	\$153,039.63

Respectfully Submitted,

Sandy Metivier
Secretary to the Board