

**WINOOSKI BOARD OF SCHOOL TRUSTEES  
SPECIAL MEETING  
MONDAY, NOVEMBER 28, 2011**

**MINUTES**

MEMBERS PRESENT: R. Millar, President  
J. Lambert, Secretary  
M. Decarreau, Member  
J. Corrigan, Member  
T. Cleiland, Member

OTHERS PRESENT: M. Martineau, Superintendent  
M. O'Rourke, Pre-K-8 Principal  
J. Helm, Pre-K-8 Assistant Principal  
S. Metivier, Board Secretary  
R. Provost, Finance Manager  
J. Brown, 9-12 Principal  
R. Hood, Director of Special Ed./ELL  
D. Casier, Budget Advisory Meeting

1. Call to Order/ Pledge of Allegiance: R. Millar called the meeting to order at 6:31. The Pledge was recited.
2. Agenda Revision/Time Allocation: None.
3. Consent Agenda (Accept/Adopt): MOTIONED by T. Cleiland, second by J. Corrigan to approve the consent agenda. Motion passed 5-0.
  - a) Nancy Pecor – Retirement as of 6/30/2012
  - b) Laura Greve – Continue LT Contract for N. Pecor (11/21/11-6/30/12)
  - c) Accept Resignation-William Corcoran, LT SLP Sub
  - d) Minutes of 11/2/11
  - e) Minutes of 11/9/11
4. BUDGET PRESENTATIONS:
  - a) **Elementary/Middle School:** M. O'Rourke did a PowerPoint presentation on her FY '13 budget. Next year she anticipates having 21 classrooms, with a projected enrollment of 384 students K-5. The budget has been level funded in areas she has control of. She has also level funded in areas she has control over in the middle school. Projected enrollment is 124 at the middle school with 9 classrooms. She is not asking for any new positions K-8. We need to look at a new reading program with common core coming and has budgeted for one set of new reading materials for each grade level at a cost of \$20,000 for the year. Cleiland asked how much is in the budget for professional development. Mary said she has set aside \$10,000 for each JFK and the middle school in the regular budget. We also have money coming from the SIG grant and CFP grants that we can access.
  - b) **High School:** J. Brown did a PowerPoint presentation on his FY '13 budget. The budget is predominately level funded. He is asking for 1.5 FTE math teachers for math intervention and matching funds for a technology pilot as part of the Nellie Mae Grant. There was discussion over the need for more math instructors and whether it would help NECAP scores. Currently, students are only getting 47 minutes of math instruction per day, which is not enough time. Class sizes were reviewed as it relates to our current policy.
  - c) **Special Education:** R. Hood did a PowerPoint presentation on her FY '13 budget. She submitted the special education service plan to the State Department of Education on October 15<sup>th</sup>, which is our spending projections for next year and is used to develop the budget. Staffing was reviewed. The new Behavior Interventionist will be in the regular budget for next year. Enrollment, caseloads, funding and revenue were reviewed for all special education programs. J. Lambert asked if we are meeting student's needs as we are classified as a low spending district. Robin said that we are meeting all student needs based on their IEP's.  
  
**ELL Program:** Staffing and caseloads were reviewed. She is requesting 2.0 FTE ELL teachers which would help lower the teacher caseloads to a more manageable number and allow for more classes for ELL students.

Because of the lateness of the hour, it was motioned by J. Lambert, second by J. Corrigan to table the remainder of the agenda until Wednesday, November 30th. Motion passed 5-0.

d) Maintenance/Other: Will be discussed at the 11/30/11 meeting.

5. Ongoing Business (Deliberation & Possible Action):

a) Policy Governance: Will be discussed at the 11/30/11 meeting.

b) Superintendent Evaluation Tool and Process: Will be discussed at the 11/30/11 meeting.

6. Future Agenda Items: Decarreau said he would like an update on baseline data. The info will be available in January.

7. Adjourn: MOTIONED by M. Decarreau, second by J. Lambert to adjourn at 9:22 p.m. Motion passed 5-0.

Respectfully Submitted,

Sandy Metivier  
Board Secretary