

**WINOOSKI BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING  
WEDNESDAY, DECEMBER 12, 2012**

**MINUTES**

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

OTHERS PRESENT: M. Lundeen, Superintendent R. Goulet, Finance Mgr.  
M. O'Rourke, PK-5 Principal L. Wheeler, 6-12 Principal  
R. Hood, Dir. of Spec. Ed./ELL S. Metivier, Secretary  
Armando Vilaseca, Commissioner of Education  
Vaughn Altemus, Education Finance Mgr.  
SEE ATTACHED LIST

1. Call to Order/ Pledge of Allegiance/National Anthem: Mike Decarreau called the meeting to order at 6:35 p.m. The Pledge was recited.
2. Agenda Revision/Time Allocation: None.
3. Consent Agenda (See attached – Accept/Adopt): MOTIONED by T. Cleiland, second by J. Corrigan to approve. Motion passed 5-0.
4. Focus on Learning: None.
5. Administrative Reports: It was noted that the computer list that Jay requested is not yet complete.
6. Public Comments:
  - a) General Public: None.
  - b) Winooski Education Association: None.
  - c) Student Council Representative: Not present.
7. Ongoing Business (Deliberation & Possible Action):
  - a) Education Commissioner Vilaseca – Consolidation Study Discussion: Armando thanked the board, administration and others for taking time to meet with him. He stated that he will make a recommendation to the State Board of Education next week that WSD be able to hire a superintendent for up to 2 years, with a study being done by the DOE or someone approved by them on what educational opportunities and consolidation of services are available for students and community. The reason for doing this is that Winooski is a district with fewer than 1,200 students, and in keeping with past practice, whenever a superintendent is leaving, he recommends that a boundary change study be done. Vermont is heavy in administration and government and these discussions are being held with other districts around the state. He is not expecting any predetermined outcome. Armando has spoken to other districts about the possibility of collaboration/resource sharing with WSD. For example, joining with the Burlington food service program. He stated that he is excited that the board is looking at Policy Governance, as that is the way a school should run. It is a good move on the board's part. Vaughn said that there are many grants available to help fund collaborative/consolidation efforts with other districts. If the State Board authorizes a study, they would pay for it. The State Board would give the district an opportunity to respond to the study.

Board President Decarreau thanked all who came out tonight as the board appreciates the support, especially from the teaching staff and Nellie Mae counterparts. He stated that Winooski is not afraid of a study, just afraid of not having representation in the study. Armando said it is a collaborative effort and the committee would work closely with administration and the business office. Decarreau said that what we are doing with Partnership for Change (Nellie Mae grant) is unique and the staff is willing to do the work. How would the outcome of a study affect this work for change? Armando said the DOE would be supportive of the work that is being done. Superintendent Lundeen stated that we began the budget presentations with the VSA presentation on quality education which has similar principals to the Partnership for Change and this will become the work that other schools will embrace as well. There was discussion about the assessment tools currently being used and the SBAC consortium working on the next

generation of assessment tools. Wheeler said there is frustration with the common core limiting our definition of assessment. There is a need to determine what we need for our students to empower them to prepare for life. We can be creative, but are held accountable to the state's measurement of proficiency. Booher asked how school choice will impact the way the state will view our district as a whole in the study. Armando said the challenge for Winooski is how to continue to make the high school viable and make a concerted effort to sell the school to other towns to attract new students from other districts through school choice. Brosnan said that the School Spring Ad should clarify that the Superintendent's position is for two years only. Decarreau said that we can't afford to have a second-rate applicant for only a 2-year contract. Need someone who will come in and want to work with us for many years. Booher expressed concern about a candidate moving their family to work in Winooski for only two years. Armando said that most contracts are limited to 2 years. He will not change his mind on the 2-year contract. Winooski has had a number of superintendent's over the last seven years. VT has a challenge of finding good superintendents. He asked that the ad not be changed until after the State Board meets and approves his recommendation. He will let Mike Decarreau know of the board's decision. At that time, the ad will need to be changed to reflect the term of the contract and study discussion. Webb said he is concerned that we have a high school faculty who is engaged in changing learning, but we may not exist in a few years. Armando said that if the high school were to close it would be a local decision only. We do need to look at opportunities to collaborate with other districts. Mary Harrison was introduced as the vice-president of the Nellie Mae Foundation. She stated that there is concern about their investment given the changes in leadership.

Decarreau requested an agenda revision: move up on the agenda the public hearing of budget, approval of items from the Reserve Fund and the Partnership for Change update. There was board consensus.

- g) PUBLIC HEARING and Adoption of FY '14 School Budget: Lundeen said that the budget is 1.7% increase from FY '13 to FY '14. We were able to meet the Governor's request to remain below the 2.2 inflation rate. There will be a recommended 5-cent increase on the homestead tax that will affect the tax rate. We still don't have CLA and ADM numbers and others to make a recommendation on a tax rate. Goulet said that she would use the recommended homestead tax when we estimate a tax rate. The Board challenged the administration to cut from the original budget knowing that we may have a 5 cent increase built in because of the homestead tax. Ticehurst asked if the new budget takes into consideration known numbers or were they made on assumptions. Goulet said that for health insurance we were initially told to use a 15% increase to the premium, and have recently been told by VEHI that the increase will be 14%, but have not adjusted the cost to leave room for changes in plans. Lambert asked Rep. Clem Bissonnette to advocate for a lower homestead tax rate. Decarreau thanked Brian Corrigan and Robert Millar for their help on the budget committee. MOTIONED by A. Booher, second by T. Cleiland to approve the regular budget for FY '14 at \$12,629,200. Motion passed 5-0.
- f) Approve Use of Reserve Funds for Maintenance Items: These items were removed from the proposed FY '14 maintenance budget and qualify to be paid for out of the reserve fund. The items include 8 new unit ventilators, rooftop control upgrades, a new circular pump, a new dishwasher and design work for the boiler for a total amount of \$129,000. There may be a need for a bond to do boiler work. Goulet asked this money be encumbered to move forward. MOTIONED by J. Lambert, second by T. Cleiland to set aside \$129,000 from the reserve fund for maintenance items as described. Motion passed 5-0.
- h) Partnership for Change Update: Lundeen said that implementation teams have all met at least 2 times. The Partnership is happy in the number of stakeholders, but is looking for more Winooski students and parents on these teams. The implementation team and fellows are working on hosting community conversation on what we are expecting our students to know when they graduate. They are hoping each board member will take a turn hosting. A group of delegates will visit NYC to visit innovative schools with tours of the schools and talking with teachers. February 2<sup>nd</sup> will be the 1<sup>st</sup> big learning conversation between WSD and BSD. They are looking at having 2-3 a year on a rotating schedule to host between WSD and BSD. It will be facilitated by a consultant and held in the BHS Cafeteria, the 2<sup>nd</sup> learning conversation will be in Winooski. A lead community partner has started a door knocking campaign in Winooski having conversations with marginalized families. We have posted on School Spring for a director and will accept application until 1/22. The 1<sup>st</sup> round of interviews will be the week of 2/11, 2<sup>nd</sup> round will have community input with a job offer made around 2/22.
- b) 2<sup>nd</sup> Reading, Policy #4116(b), Prevention of Bullying of Students: Lundeen stated that Armando informed her of a change coming out of DOE and as we are on the 2<sup>nd</sup> reading we can incorporate now. Page 4, #Ba) the word "sexual" needs to be removed. Others changes made was from the word principal to administrator. MOTIONED by T. Cleiland, second by J. Corrigan to approve with changes. Motion passed 5-0.
- c) 2<sup>nd</sup> Reading, Policy #5114(b), Student Alcohol and Drug Abuse: Lundeen said that changes made to the procedures are in bold. Decarreau said that on page 5, Consequences, Principal should be stricken.

- Cleiland said that on page 6, #3, the 1<sup>st</sup> sentence should be capitalized. MOTIONED by T. Cleiland, second by J. Corrigan to approve with changes as noted. Motion passed 5-0.
- d) **Policy Governance: Discussion Process for Policy Blitz and Policy Adoption Process:** A conference call was held with M. Decarreau, V. Gardner, A. Odato and M. Lundeen to discuss the next steps. All work previously done at board meetings can be considered the 1<sup>st</sup> reading of the policies. The board needs to start rescinding policies that are not required. They will then become procedures and protocols. In January the board would have a second reading of Executive Limitations policies and a Global Ends Statement. In February, the board would have a second reading on the governance process and board/superintendent relations. Policies would be adopted and become effective March 1<sup>st</sup>. We still have a few more required policies that we need to update. All policies are on line to view. The Board would like to see a clear listing of what board accepted for Executive Limitations for the January board meeting.
- e) **Use of Facilities – Infinity Dance Studio:** MOTIONED by J. Corrigan, second by T. Cleiland to approve the use as per policy. Motion passed 5-0
8. **New Business (Receive Information & Possible Action):** None.
9. **Future Agenda Items:** Discussion of parking lot for the summer. Goulet has asked the City Manager to include the district when the City puts out the RFP for paving.
10. **Correspondence:** None.
11. **Executive Session (Title I, Section 313):** MOTIONED by J. Lambert, second by J. Corrigan to move into executive session at 8:51 to discuss negotiations, contract discussion for 13/14 and a public safety issue. Motion passed 5-0.
12. **Adjourn:** The board adjourned at 9.59 p.m.

**CONSENT AGENDA  
WEDNESDAY, DECEMBER 12, 2012**

- I. Meeting Minutes: November 14, 2012, December 3 and December 5, 2012
- II. Approve MOU with City of Winooski for Snow Plowing 2012/2013
- III. Approval of Bills:
- |       |                  |              |
|-------|------------------|--------------|
| #10   | Payroll          | \$13,823.53  |
| #1063 | 941's            | \$67,296.90  |
| #1064 | St. Vt           | \$8,166.77   |
| #1065 | Dir.Dep          | \$195,146.41 |
| #1066 | P/R Ded.         | \$23,888.94  |
| #1067 | Accounts Payable | \$158,392.27 |
| #11   | Payroll          | \$12,268.72  |
| #1068 | 941's            | \$65,578.95  |
| #1069 | St.Vt            | \$7,980.56   |
| #1070 | Dir.Dep          | \$190,218.00 |
| #1071 | P/R Ded.         | \$23,871.12  |
| #1072 | Accounts Payable | \$96,345.36  |
| #1073 | Food Service     | \$95,493.68  |
| #1074 | Dec.Benefits     | \$169,490.27 |

Respectfully submitted,

Sandy Metivier  
Secretary to the Board

12/12/12

Please Print Name

Nancy Timbers-Devost  
 Kirsten Kallgaard  
 Courtney Bryan  
 Kristin Van Fossen  
 Jessica Perrotte  
 Nancy Keffer  
 Gina Krol  
 Amy Sherrer  
 Sarah Murphy  
 Jeannette Collins  
 Jessica Spohn  
 Mary Harrison  
 Robert Miller  
 James Ticehurst  
 CLEM BISSONNETTE  
 Drew Blanchard  
 James Piette  
 Sarah Robinson  
 Colin Robinson  
 Lois Thompson  
 Nancy Johnson  
 Jacie Knapp  
 Debra Bonta  
 Tammy Cusson-Ducharme  
 Matthew Webb

12/12/12 Bo

PRINT NAME

JULIE STAUB  
 Bill Clark  
 Steve Crowley  
 Peter McConville  
 Lindsey Cox  
 Alan Tinkler  
 Thomas Steele  
 Brent Knoff  
 Noah Everett  
 JOHN EVERETT  
 Robert P. Fox for the DCCC-SEP  
 James Pape  
 Brent L. Harer  
 Courtney Poquette  
 Nellie Maley  
 Cheryl B. Brosnan  
 Martha Maksym  
 Melissa Bullard