

**WINOOSKI BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
WEDNESDAY, FEBRUARY 8, 2012
Learning Media Center**

MINUTES (corrected 3/14/12)

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

MEMBER ABSENT: J. Corrigan, Member

OTHERS PRESENT: M. Martineau, Superintendent
J. Brown, 9-12 Principal
J. Helm, PK-8 Asst. Principal
S. Metivier, Board Secretary
C. Machevern, SRO
J. Pape, WEA President
K. Decarreau, City Manager
D. Blanchard, Teacher
R. Goulet, Finance Manager
M. O'Rourke, PK-8 Principal
R. Hood, Dir. of Special Ed.
S. McQueen, Chief, WPD
B. Clark, Teacher
Mrs. Sikorski & Jen Sikorski
Yamuna Dahal, Student

1. Call to Order/ Pledge of Allegiance: R. Millar called the meeting to order at 6:33 p.m. The Pledge was recited.
2. **PUBLIC HEARING – PROPOSED CHARTER AMENDMENTS:** M. Martineau said that this was the time for any questions or comments on the proposed charter change. The request for the change was brought to us by a citizen in December to vote for the district treasurer by Australian ballot vs. a voice vote at the district annual meeting. The charter amendments are part of the Warning and if passed by voters, it would then go to the legislature for approval and would go into effect by 2013 at the earliest. Another hearing is scheduled for March 5th.
3. Agenda Revision/Time Allocation: None.
4. Consent Agenda (See attached – Accept/Adopt): T. Cleiland said she would like the minutes of January 11th, minutes, #7 New Business, Section C to clarify that she was speaking based on current policy. MOTIONED by M. Decarreau, second by T. Cleiland to approve the consent agenda with revision as noted above. Motion passed 4-0.
5. Focus on Learning:
 - a) Jen Sikorski, Winner, Senator Bernie Sanders 2012 State of the Union Essay Contest: J. Brown said that Jen won out of over 300 students who entered, of which 55 essays were submitted from our school alone. Jen read her essay to the audience.
 - b) Yamuna Dahal, Finalist, Senator Bernie Sanders 2012 State of the Union Essay Contest: J. Brown read Yamuna's essay on her behalf to the audience.
 - c) Devon Rollins, 1,000 Career Points, WHS Varsity Boys Basketball: Devon was not present as he was playing at a game. Congratulations on behalf of the board and administration was given to each student.
6. Administrative Reports: M. Decarreau expressed some concern that there seems to be a downward trend in reading, although it is upward in math. We need to look at all the different student populations, what works and are we using the right tools in assessing our scores. T. Cleiland expressed concern about the gap between 5-6th graders and said we need to look at climate and culture of the students. Also need to look at climate and culture when assessing the behavior issues. M. O'Rourke said she is looking at restructuring middle school for next year, but is hesitant on doing so because she won't be the administrator next year. It is hard for kids to make the transition from one teacher to many teachers in middle school. M. Decarreau said he was surprised that we pay tutoring costs for St. Francis students. J. Helm explained how the SES (Supplemental Education Services) program works and that we are required to take 10% of grant to outsourcing tutoring and St. Francis must be part of that if they request services. Comments were made about the Read 180 program and UVM math program, which seem to be working well.

7. Public Comments:

- a) General Public: No comments.
- b) Winooski Education Association: J. Pape spoke about building security. Although he has seen many improvements over the years, there is still room for improvement for all to feel safe. There is a need for a consistent policy and continuity through the grades and the need to have tools to deal with situations of all types.
- c) Student Council Representative: Not present.

8. New Business (Receive Information & Possible Action):

- a) Building Security Update/Discussion: T. Cleiland asked what the real problem is for us to be discussing this at this time. **The reason for discussion is preventative.** Martineau said at the last meeting there was discussion about the easy access into our building and the need to have more security. Chief McQueen said that in a meeting with the administrative team there were suggestions on how to make the building more secure and control access. No adult should be allowed to have access to the building without us knowing who he or she is, why they are here and where they are going. To this end a buzzer/camera system should be installed at the main entrances. Other suggestions include removing outside doors to bathrooms so that adults could see or hear if there are problems; have more adult presence especially at the high school in hallways; changing the SRO schedule so that he is in the school during dismissal time and not out directing traffic. There was discussion around all the suggestions. City Manager K. Decarreau said that it is also important that the community center uses the same message by adults in charge and the same expectations at school would also be for the community center as they have issues as well. R. Goulet said she received a price to install a buzzer, camera and microphone at each front entrance of \$1,800 per entrance. There was also discussion of the need for 11 additional cameras inside the building for better coverage at a cost of about \$14,000. Most of the cameras are for the middle/high school. VSBA is offering grants and she will write a grant for some funding. The Board decided to install a buzzer system in the main lobby and JFK entrance, with the M/H school entrance remaining locked. M. Decarreau said that we need to make sure the community is aware of these changes prior to it happening and the reason for it via letters to parents, Front Porch Form, etc.
- b) 1st Reading, Policy #5114(c), Search and Seizure – Lambert requested that we get a legal opinion on this policy verbiage with the proposed changes and bring it back for a 1st reading. MOTIONED by J. Lambert to table for a legal opinion. Second by M. Decarreau. Motion passed 4-0.
- c) 1st Reading, Policy #4116(a), Prevention of Harassment of Students: Martineau said she compared this to the VSBA policy and has added legal and cross-references and a few changes. Decarreau said there seems to be a ton of redundancy. Martineau said she could check on the state policy to make sure there is no redundancy. MOTIONED by M. Decarreau, second by J. Lambert to accept for the 1st reading, but check on clarity of procedures. Motion passed 4-0.
- d) 1st Reading, Policy #5123, Promotion and Retention: Martineau added some language for clarification and updated some forms. She noted that ultimately it is a parent decision whether a child gets retained. It was asked what we do with students who are not meeting standards year after year and are not performing. O'Rourke said some are referred to special education, but some kids need more school level support. Martineau noted that we are looking to implement RTI (Response to Intervention) at the K-5 level. This is a research-based program with different tiers. We already have baseline data to support the program, but need permission from the state to implement. There was a question on whether we could use IDEAB funds for the RTI program, which would be researched. Decarreau questioned procedure B7 – what does it mean? Martineau said she would review and fix wording. MOTIONED BY M. Decarreau, second by J. Lambert to approve with edits and review. Motion passed 4-0.
- e) 1st Reading, Policy #6172, Non English Language Background: Martineau said this is a required policy. Page 3 shows how we will implement the policy. The plan addresses all students. MOTIONED by J. Lambert, second by T. Cleiland to approve for the 1st reading. Motion passed 4-0.
- f) Approve 2012/13 School Calendar: Martineau said superintendents do the calendar regionally. We agree on common school days, but needed to put in for late starts and 6-12 ½ day in-service and enough days to meet our contractual obligations. O'Rourke said the early start program is running smoothly and works well for teachers and students. Drew Blanchard commented on the need for more training time for teachers especially in technology education. MOTIONED J. Lambert, second by M. Decarreau to approve the calendar. Motion passed 4-0.
- g) Approve Overnight Trip for Peace Jam Conference: MOTIONED by T. Cleiland, second by J. Lambert to approve. Motion passed 4-0.
- h) Approve Use of Facilities – Infinity Dance Studio: MOTIONED by J. Lambert, second by T. Cleiland to approve as per policy. Motion passed 4-0.
- i) Approve Use of Facilities – UVM Sailing Team: MOTIONED by T. Cleiland, second by M. Decarreau to approve as per policy. Motion passed 4-0.
- j) Addition of Elementary Classroom: As stated at the January 31st meeting, O'Rourke said she has the need to create an alternative elementary classroom to help some students regulate their behavior and allow

- others to continue learning. The goal is that they will be back in the mainstream next year. MOTIONED by T. Cleiland, second by M. Decarreau to approve. Motion passed 4-0.
- k) Nellie Mae Update: Martineau said we received the 3-year grant and they accepted the revised budget and MOU. A formal announcement will be made on February 23rd @ 10:00 a.m. at CCV and is open to the public. J. Helm showed a work plan of what will be done over the next 3 years. End goal is to have each student set their own goals, how to get there (timeline) and competencies to meet. Hope to be a pilot for the state on how to change education. For those who wish to see the entire grant that was written they can do so from our website.
9. Ongoing Business (Deliberation & Possible Action):
- a) 2nd Reading, Policy # 5114(c), Weapons: MOTIONED by J. Lambert, second by M. Decarreau to accept both policies, #5114c and 5125 for final approval. Motion passed 4-0.
 - b) 2nd Reading, Policy #5125, Student Educational Records: See above.
 - c) Formalize Continuation of Act 62 for 2012/13 School Year: Martineau said we discussed preschool education during our budget work sessions and we all agreed that pre-school is important to our community. Looking for formal action to continue with Act 62. Currently we have 12 partners and 60 kids enrolled with some on a waiting list. MOTIONED by T. Cleiland, second by M. Decarreau to approve. Motion passed 4-0.
 - d) Front Sign – Next steps?: This item was requested by J. Corrigan who is absent. MOTIONED by J. Lambert, second by T. Cleiland to table until March. Motion passed 4-0.
 - e) Early Education Discussion for Winooski School District: T. Cleiland requested this item. Currently, our program on site is now an EEE program (only documented disabilities) and Headstart (for kids that are at risk). Some kids that enter as Headstart may end up in the EEE program. The question is can we expand our early ed. program. Martineau said we would have to determine if there is a need (community needs assessment), would have to go through accreditation, and do we have the space. Hood said she has spoke with Diane Langston who has set up many pre-schools and she would walk us through the process. Board consensus to do the needs assessment, and then have more discussion after that is done.
 - f) Superintendent Evaluation-Procedures for Implementation: Decarreau proposed that he take changes that have already been discussed and put into a clean copy for discussion. Would hope to do a 1st dry run pass before the end of the school year. MOTIONED by M. Decarreau, second by T. Cleiland to table until March. Motion passed 4-0.
10. Future Agenda Items: Requests included: ELL process for placing students into mainstream; NECAP data; and an executive session for to discuss administrative contracts and comparable salaries for schools that are our size.
11. Correspondence:
12. Executive Session (Title I, Section 313): MOTIONED by T. Cleiland, second by J. Lambert to move into executive session at 9:27 p.m. to discuss teacher negotiations. Motion passed 4-0.
13. Adjourn: The board returned to open session and adjourned at 9:45 p.m.

**CONSENT AGENDA
 WEDNESDAY, FEBRUARY 8, 2012**

I. Meeting Minutes: January 11 and 31, 2012

II. Approval of Bills:

#18	Payroll	\$14,070.22
#1106	941's	\$60,996.73
#1107	St. Vt.	\$7,281.36
#1108	Dir. Dep.	\$177,483.90
#1109	P/R Ded.	\$22,735.89
#1110	Jan. Benefits	\$149,931.72
#1111	Reserve	\$276.08
#1112	Accounts Payable	\$95,822.67
#19	Payroll	\$14,457.91
#1113	941's	\$68,090.05
#1114	St. Vt.	\$8,468.55

#1115	Dir. Dep.	\$194,058.62
#1116	P/R Ded.	\$23,675.67
#1117	Reserve	\$15,926.48
#1118	Food Service	\$17,192.36
#1119	Accounts Payable	\$116,672.92
#1120	Accounts Payable	\$3,900.00
#1121	Feb. Benefits	\$157,825.71

Respectfully submitted,

Sandy Metivier
Secretary to the Board