

**WINOOSKI BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
WEDNESDAY, MARCH 13, 2013**

MINUTES

MEMBERS PRESENT: M. Decarreau
J. Lambert
A. Booher
J. Corrigan
T. Cleiland

OTHERS PRESENT: M. Lundeen, Superintendent
R. Goulet, Finance Mgr.
R. Hood, Dir. of Spec. Ed/ELL
Angelo Odatto, Orange SWSU Board member
J. Pape, WEA President
M. O'Rourke, PK-5 Principal
L. Wheeler, 6-12 Principal
J. Ticehurst, City Clerk
S. Metivier, Board Secretary

1. Call to Order/ Pledge of Allegiance: M. Decarreau called the meeting to order at 6:32 p.m. The Pledge was recited.
2. REORGANIZATION OF BOARD:
 - a) Swearing in of New Board Members – Jennifer Corrigan and Tori Cleiland (Clerk): Clerk James Ticehurst swore in new board members.
 - b) Election of President: Superintendent Mary Lundeen asked for nominations. T. Cleiland nominated Mike Decarreau, second by J. Corrigan. A. Booher nominated Jay Lambert, second by J. Corrigan. All those for Mike Decarreau as president: 3-2 (Booher/Lambert). All those for Jay Lambert as president: 2-3 (Cleiland/Corrigan/Decarreau). Mike Decarreau declared President.
 - c) Election of Secretary: M. Decarreau nominated Jay Lambert for Secretary. Second by T. Cleiland. All those for Jay Lambert as secretary: 5-0. Jay Lambert declared Secretary.
 - d) Committee Assignments: There was discussion of what committees are really board committees. Lundeen said a board committee would have a specific purpose and may be short term. There were also other committees that were added to this list to confirm who will be the representative.
 - Superintendent Search Committee (Board): Current members on committee are Mike Decarreau and Jay Lambert. MOTIONED by T. Cleiland, second by J. Corrigan to continue with current members. Motion passed 5-0.
 - Consolidation Study Committee (Board): Current members on the committee are Jay Lambert and Tori Cleiland. MOTIONED by J. Corrigan, second by A. Booher to continue with current members. Motion passed 5-0.
 - Negotiations Committee (Board): Current members on the committee are Jen Corrigan and Jay Lambert. Jay said he would be willing to step down and give someone else the experience. M. Decarreau expressed his interest in being on this committee. MOTIONED by T. Cleiland, second by M. Decarreau to have Jen Corrigan and Mike Decarreau on this committee. Motion passed 4-1 (Booher).
 - Partnership for Change Committee (appointed): Current member on this committee is Amy Booher. MOTIONED BY J. Lambert, second by M. Decarreau to continue with current member. Motion passed 5-0.
 - Facilities Committee: This will not be a board committee.
 - e) Board Code of Ethics – Read & Sign – Decarreau expressed a concern that what the board was given tonight is different from the printout posted in the lobby. He asked that both be checked for consistency and this item be deferred to the April board meeting.
3. Agenda Revision/Time Allocation: Decarreau asked to add to the executive session a negotiations update, a warrant issue and personnel matter. Board consensus to add these items.
4. Consent Agenda (See attached – Accept/Adopt): Lambert expressed concern that Article III on the annual warning asks if citizens will allow the school board to allow appropriate groups to use facilities according to board policy (Policy #1330-Use of facilities). As we are eliminating that policy under the consent agenda he suggested that it be removed from the consent agenda at this time and the issue be researched. It was also noted that the board did not receive the resignation of K. Neopaney or the minutes listed on the consent agenda. These would

be brought up again at the April meeting for action. MOTIONED J. Corrigan, second by A. Booher to accept the consent agenda, with the exception of the above items that were removed. Motion passed 5-0.

5. Administrative Reports: Lambert asked about the note in the superintendent's report about teacher evaluation. Lundeen said this is part of a research-based evaluation. We are adding to the evaluation process, not changing it. People who will be part of the training are administrators, Wea leadership and JFK Literacy and Math coaches. This will be fully implemented next year. Lambert also asked clarification on parent groups needing to get their own insurance as noted in R. Goulet's report. Goulet said that parent groups could be covered under our insurance as long as the management supports their activities. She apologized for not making that clear in her report. Decarreau requested that M. O'Rourke put state NECAP scores or her reports for a benchmark.
6. Focus on Learning: None.
7. Public Comments:
 - a) General Public: None.
 - b) Winooski Education Association: J. Pape thanked Jay Lambert for his service on the negotiations committee, which have been positive. He also thanked Jen Corrigan and Mary Lundeen for working in partnership with Adam Urbanski in labor relations. He also noted that there have been no formal grievances over the past few years and thanked the administrators for working through issues that have come up.
 - c) Student Council Representative: None.
8. Ongoing Business (Deliberation & Possible Action):
 - a) Policy Governance Board Education Exercise
 - Rehearsal 5.1 and Sample Ends Placeholder Policy: The board rehearsed through a scenario using policy governance with the guidance of Angelo Odato in preparation of moving forward to Policy Governance. M. Decarreau commented that he firmly believes we are moving in right direction with Policy Governance. The April agenda will be the first for Policy Governance.
9. New Business (Receive Information & Possible Action):
 - a) Use of Facilities – Amateur Musicians Orchestra, May 7, 2013: MOTIONED by T. Cleiland, second by J. Corrigan to approve the use of facilities as requested. Motion passed 5-0.
 - b) Transportation Study Grant: Mary Lundeen noted that this study is a request by Win Goodrich as part of his dissertation looking at countywide bus transportation. He will be looking for cost efficiencies and using cleaner fuel. He is asking area schools to participate at no cost to the schools. Decarreau asked if the administration was willing to invest time to gather information for the study. They said they are willing. MOTIONED by T. Cleiland, second by J. Corrigan to approve. Motion passed 5-0.
10. Future Agenda Items: Decarreau noted that he, Mary Lundeen, Val Gardner and Ange will meet on April 1st to work through the next agenda. A. Booher asked about the parking lot. R. Goulet said that once we have signage and striping, traffic will flow better and will make the parking lot safer. She expects to have a cost estimate at the April board meeting. Decarreau said that if we had to get an emergency vehicle in, we wouldn't be able to with the current situation. Lambert said with Policy Governance, if the parking lot situation is not fixed in a reasonable time, we are non-compliant. Goulet noted that Hawthorne Field is now locked up and the car has been towed.
11. Correspondence: M. Decarreau received a letter from K. Greene asking the Board if they will continue the Board of School Directors Award again this year. MOTIONED by J. Lambert, second by A. Booher to approve continuance of the award as in past years. Motion passed 5-0.
12. Executive Session (Title I, Section 313): MOTIONED by T. Cleiland, second by A. Booher to move into executive session at 7:54 P.M. to discuss real estate matters, administrator contracts, a warrant issue, a personnel issue and negotiations update. Motion passed 5-0.
13. Adjourn: The board returned to open session and MOTIIONED by J. Corrigan, second by T. Cleiland to adjourn at 9:50 p.m. Motion passed 5-0.

**CONSENT AGENDA
WEDNESDAY, MARCH 13, 2013**

- I. Meeting Minutes:
- II. Personnel Actions:
 - a) Resignations:
 - b) Teacher Contracts for 2013/2014 SY:

Allen, Schuyler	Clark, Melissa	Issenberg, Donna	Mander-Adams, Cathy	Sherrer, Amy J.
Andrews, William L.	Crandall, Barbara A.	Johnson, Nancy L.	Mckelvy, John J.	Steele, Thomas
Argraves, Randall C.	Crowley, Stephen C.	Keller, Nancy L.	McQuinn, Marc B.	Thomas, Margaret D.
Barcomb, Dennis J.	Dold, Lisa	Keough, Patricia H.	Mellen, Rebecca L.	Thompson, Lois E.
Basille, Lisa	Donovan, Emily C.	Kernoff, Bret	Messier, Suzanne	Timbers-Devost, Nancy
Benjamin, Joan Y.	Figdor, Alison	Knapp, Jacie A.	Mosehauer, Anja P.	Van Fossen, Kristin
Bissonette, Sarah J.	Forman, Steven S.	Kollgaard, Kirsten	Moulton, Angela M.	Webb, Matthew S.
Blair, Katherine G.	Fox, Robert P	Koplinka-Loehr, D.	Muir, David E. IV	Weimer, Jody L.
Blanchard, Drew C.	George, Debora S.	Krol, Gina M.	Murphy, Sarah	Wheeland, Andrea
Brosnan, Cheryl B.	Gilhooly, Lauren	Laforce, Debra A.	Osha, Kari	White, Ingeborg A.
Brown, Kristen J.	Goetz, Lisa H.	Lansing, Richard N.	Pape, James G.	Willette, Glen
Bruce, Jessica	Gonter, Debra J.	Lapointe, Jennifer L.	Parris, Elizabeth	
Bryan, Courtney	Gore, Dana	Lauterbach, Christina	Payuer, Thomas	
Bundy, Shannon N.	Graves, Laura M.	Lavigne, Catherine	Perrotte, Jessica A.	
Bushey, Lisa M.	Hager, Holly	Legault, Sarah J.	Plasse, Jean A.	
Charron, Emmy	Hamble, Stefanie A.	Lewis, Matthew R.	Poquette, Courtney	
Charron, Regan G.	Hauke, Steven W.	Litterer, Brenton L.	Richard, Melissa C.	
Clark, Bill	Hogan, Casey L.	Magistrale, Christopher	Saffo, Veronica	
Clark, Joseph D.	Howell, Traci	Maley, Nellie	Savage, Rebecca	

- III. Rescind the Following Board Policies:

#1120-Board Mtg. Agenda Preparation & Distribution	#4210-Non-Discrimination-Hiring & Fair Employment
#1220-Advisory Committees	#4211-Recruitment and Selection of Classified Staff
#1130-Job Descriptions	#4234.1-Worker's Compensation
#1312-Public Complaints About Personnel	#4234.2-Family Medical Leave
#1313-Retirement Recognition	#4300-Employee Assistance Program
#1314-Recognition for Accomplishment	#4301-Bloodborne Pathogens Exposure Control Plan
#1330-Use of Facilities (DID NOT RESCIND)	#4302-HIV
#1332-Financial Obligations	#4312-Environment and Healthy Facilities
#2413-Teacher Supervision & Evaluation	#5114(d)-Student Possession & Use of Tobacco Prod.
#3110-Budget Preparation	#5114(e)-Search and Seizure
#3130-Budget Publication and Review	#5114(f)-Interrogation or Searches of Students by Law Enforcement Personnel or other Non-school Personnel
#3150-Budget Adoption	#5117-Resident/Non-Resident Status
#3160-Budget Transfers During Fiscal Year	#5121-Student Assessment
#3240-Tuition and Waiver of Tuition	#5127-Graduation Requirements (WHS)
#3260-Disposition of Excess and/or Obsolete Property	#5128-Grading
#3280-Gifts	#5130-Interscholastic Athletics and Extra-Curricular Act.
#3323-Purchasing/Bids and Quotations	#5132-Dress Code
#3360-Receiving Goods/Payment of Bills	#5140-Child Abuse and Neglect Reporting
#3420-Classification of Expenditures and Revenues	#5141-Immunization
#3430-Periodic Financial Reports	#5142-Student Medication
#3516-Telephones/Cell Phones	#5144-Accommodating Students with Documented Life-Threatening Allergies or Life-Threatening Dietary Needs
#3517-Distribution of Keys/Access Keys	#6114(a)-Emergency Closing of Schools for Blizzards, Snow and/or Ice
#3517(a)-Security Cameras	#6114(b)-School Disaster Plans
#3524-Loan of Equipment	#6114(c)-Patriotic Exercises
#3545-Transportation	#6115-Scholarship Selection
#3545.5-Transporting Students in Private Vehicles	#6141(a)-Curriculum/Program Additions and Deletions
#3545.6-Employee Travel Expenses	#6142.9-Vocational/Technical Programs and Enrollment
#3546-Food Service Program	#6144-Controversial Issues
#3570-Vending Machines	#6145.3-Student Publications
#4110-Permanent Staff Positions	#6153-Field Trips
#4111-Recruitment and Selection of Employees	#6170 Early Childhood Program Enrollment

#4111(a)-Criminal Records Check	#6177 Distance Learning
#4135-Student Clubs and Activities (Secondary)	#6178-International Exchange Students
#4141-Release from Contract	#8310-Policy Development
#4146-Sick Leave Buyout	#8312-Media Relations

IV. Approval of Bills:

#1104	Accounts Payable	\$3,000.00
#1105	Accounts Payable	\$86,240.93
#1106	Accounts Payable	\$41,392.46
#17	Payroll	\$22,888.66
#1107	941's	\$80,137.27
#1108	St. Vt	\$9,268.17
#1109	Dir.Dep.	\$196,002.44
#1110	P/R Ded	\$25,167.39
#1111	Accounts Payable	\$143,505.26
#18	Payroll	\$10,971.58
#1112	941's	\$71,237.01
#1113	St.Vt	\$8,066.91
#1114	Dir.Dep	\$187,203.77
#1115	P/R Ded.	\$24,572.09
#1116	March Benefits	\$168,915.36
#1117	Food Service	\$82,519.48
#1118	Accounts Payable	\$56,713.76

Respectfully submitted,

Sandy Metivier
Board Secretary