

**WINOOSKI BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
WEDNESDAY, JUNE 8, 2011**

MINUTES

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

MEMBER ABSENT: T. Cleiland

OTHERS PRESENT: M. Martineau, Superintendent
J. Brown, WHS Principal
M. O'Rourke, JFK/WMS Principal
S. Metivier, Board Secretary
D. Blanchard, Teacher
E. Mukuluwa, Student Representative
R. Provost, Finance Mgr.
K. Helm, Dir. of Student Learning
R. Hood, Spec. Ed. Director
T. Muncy, Consultant
G. Mears, Dir. of Facilities
B. Bennett, Support Staff

1. Call to Order/ Pledge of Allegiance: R. Millar called the meeting to order at 6:30 p.m. The Pledge was recited.
2. Agenda Revision/Time Allocation: R. Millar said that we needed to make a revision to Executive Session adding a personnel issue. MOTIONED by J. Corrigan, second by M. Decarreau to approve the revision to the agenda. Motion passed 4-0.
3. Consent Agenda (See attached – Accept/Adopt): MOTIONED by J. Corrigan, second by M. Decarreau to approve as presented. Motion passed 4-0.
4. Public Recognition: R. Millar noted that the board will recognize the boys basketball team at the June 22nd meeting.
5. Focus on Learning:
 - AYP Status for K-5, 6-8: M. O'Rourke explained that AYP (Adequate Yearly Progress) is part of No Child Left Behind legislation that says all students will be proficient (at 500) by 2014 regardless of demographics. NECAP scores determine AYP. NECAP scores in Reading and Math were reviewed and compared to previous years for grades 3 thru 8. Comparisons were done for students who have been with our school since kindergarten and mainstream students. Our Free and Reduced Lunch population has increased over the years, but our progress is remaining steady despite these variables. As we did not make the target for Math we have been identified grades K-8 for the 2nd year and K-5 Reading for the 1st year as not having met goals set by the state.

AYP Status for 9-12: J. Brown explained that the only grade tested in the high school with NECAP is grade 11. NECAP scores in Reading, Writing and Math were reviewed and compared to previous years. WHS is in year 3 of corrective action in math, 2nd year of being identified in reading and graduation rates. The math audit done recently confirmed his theories on work that needs to be done to improve the math program.
 - Corrective Action Update: Martineau explained the required action we need to take if we are not meeting AYP. JFK (K-8) – year 1 corrective action requires us to notify parents by letter, form an improvement team, work under SIG, and offer supplemental services. Tina Muncy, consultant, said that we are looking at extending the learning time (spreading out) K-8 so that digression doesn't happen; at the HS they are entering year 3 of a Corrective Action Plan which requires finishing up year 1 of SIG, and year 2 is restructuring (things we need to do (offer/implement)).
 - PIRC-VT Update: M. Martineau said that the committee met on June 7th and brainstormed on literacy, math, climate and behavior groups to do a kickoff event in October and tie in literacy and math strategies. It was left that we will use a google chat to stay in touch over the summer. The group now needs to get details together and set a date. PIRC-VT will not be federally funded next year and schools are being asked to allocate some Title I funds.
6. Public Comments:
 - a) General Public: None.
 - b) Winooski Education Association: None

- c) Student Council Representative: E. Mukuluwa stated the student council held elections for president (Rebecca Spittle), and reps (Patrick Siriwayo and Heba Adbulkhaleig). This will be her last meeting to attend as the newly elected ones will be attending.
7. New Business (Receive Information & Possible Action):
- a) Approve Student/Parent Handbooks: M. Decarreau passed on a change for the WHS handbook. MOTIONED by J. Corrigan, second by M. Decarreau to approve the handbooks as amended. Decarreau asked if the administration can show when changes are made from year to year. Brown said we can bold/strike thru on changes. Motion passed 4-0.
- b) Rowland Conference – Identify Board Member: J. Lambert volunteered as the board member representative.
- c) Approve Athletic Member-to-Member Agreements for 2011-2012: MOTIONED by M. Decarreau, second by J. Corrigan to approve the agreements as presented. Lambert suggested that this can be on the consent agenda in the future as long as there are no changes for next year. Motion passed 4-0.
- d) School Choice: Martineau stated that it came to Justin Brown and her attention that there was a memo written by Commissioner Cate in 2005 interpreting statutes around number of student who could participate yearly in school choice. By statute we are required to partner with only one school for choice and that only 10 students or 5% of enrollment, whichever is less, be allowed to participate. Cate's letter says that we will use the 5% which is concerning to us as we have three students on a waiting list, two who wish to attend South Burlington, which we did not budget for. In January 2011, the board decided that we would stay with 10 students (instead of 5% or 13 students). Martineau called the DOE and challenged Cate's memo. Their concern is that Act 150 was meant to be just an exchange of ADM, and no payment exchange. So Burlington has always charged tuition. The DOE legal department is to research and come up with another interpretation and will get back to us next week. Martineau reviewed minutes from the January meeting on School Choice which stated that we would accept only 10 students for FY '12. She recommends that no more students are to be admitted until we get a ruling from the DOE and also that we have a discussion of school choice for FY '13 in January 2012.
- e) Discussion of Procedures for Consent Agenda (Policy #1120): After some discussion it was agreed that the board would discuss this policy, along with other required policies, at this summer's retreat. Martineau said she has asked Winton Goodrich from VSBA to work with us on policies and procedures.
- f) Appoint Truant Officer: MOTIONED by J. Lambert, second by M. Decarreau to approve the SRO as the truant officer for FY '12. Motion passed 4-0.
- g) Board Survey for Teachers Using Survey Monkey (Climate): Decarreau said he has briefly spoken with Tori Cleiland and it is their hope to tie the results to district goals and the strategic plan. Martineau said we could also use info from PIRC-VT around climate. After discussion, board members agreed they would like to see results for this summer's board retreat. Corrigan would also like students to be asked to participate – especially at the high school. T. Muncy stated that the board should consider giving the survey during the middle of the year on an annual basis and tie in results with goals. MOTIONED by J. Corrigan, second by M. Decarreau to move forward with survey as appropriate. Motion passed 4-0.
8. Ongoing Business (Deliberation & Possible Action):
- a) Set Date for Summer Board Retreat: MOTIONED by J. Corrigan, second by M. Decarreau to set the board retreat for Wednesday, July 27th from 8-4:30 p.m. at the Hampton Inn. Motion passed 4-0. It was suggested that we move the August board meeting to take place after the retreat starting at 5 p.m. and that we publicize this change. MOTIONED by M. Decarreau, second by J. Corrigan to cancel the regular August meeting and move it to July 27th at 5 p.m. Motion passed 4-0.
- b) 2nd Reading/Approval – Policy #3323, Purchasing/Bids and Quotations: MOTIONED by J. Lambert, second by M. Decarreau to approve 2nd reading of Policy #3323. Motion passed 4-0.
9. Future Agenda Items:
- June 22 - (joint with city) agenda items include MOU, District News! expansion, update on strategic plan, discussion around electronic sign in the front parking lot, and parking lot bid. For the schools meeting portion potential agenda items include public recognition of boys basketball team, overview of 2010-11 K-12 school year and steps for next year, WCPFC report, roof and window bids, tax anticipation note, 1st reading of Policy #1314 employee recognition, discussion of board conduct and ethics and agenda items for board retreat.
 - July 27th, Board Retreat – agenda items to include 12 required policies, Marty Jacobs regarding strategic plan (45 minutes), vision/goals for year. The retreat time will change from 8-4:30 with 5-7 being a regular board meeting. MOTIONED by J. Corrigan, second by M. Decarreau to approve agenda items and change in meeting times. Motion passed 4-0. Lambert said he would like to see a presentation in the future about

“Ensure student growth through continuous improvement”

science and social studies. Martineau said this will be included on the June 22nd meeting when we discuss the review of the year.

10. Correspondence:
 - a) Letter from NEASC: Noted.
11. Executive Session (Title I, Section 313): MOTIONED by M. Decarreau, second by J. Corrigan to enter into executive session at 8:34 p.m. to discuss administrative contracts and a personnel issue. Motion passed 4-0.
12. Adjourn: The board returned to open session at 9:20 p.m. and adjourned.

**CONSENT AGENDA
WEDNESDAY, JUNE 8, 2011**

- I. Meeting Minutes: May 3 and 12, 2011
- II. Administrator Written Reports:
- III. Personnel Actions:
 - a) Resignations:
 - Julie Morton, HS English Teacher (effective 6/30/11)
 - Miguel Pires, MS/HS Math Teacher (effective 6/30/11)
 - Cornelius Cowels, SWP Instructional Assistant (effective 6/30/11)
 - Beth Morgenthau, SE Instructional Assistant (effective 6/30/11)
 - Lynn Varley, Speech Instructional Assistant (effective 6/30/11)
 - Krista Landrigan, SWP Instructional Assistant (effective 6/30/11)
 - John Williams, SE Instructional Assistant (effective 6/30/11)
 - b) Teacher Contracts:
 - Eric King, Special Education Teacher (Gr. 9-12) for 2011/2012 SY
 - Stephen Feiss, Math Teacher (Gr. 9-12) for 2011/2012 SY
 - Holly Hager, Nurse (.40 FTE) for 2011/2012 SY
 - Rebecca Savage, ELL Teacher (Gr. 9-12) for 2011/2012 SY (was on a 1 year contract)
 - Alison Figdor, Elementary Teacher for 2011/2012 SY (was on a 1 year contract)
 - c) Fall Coaching Contracts:
 - Dennis Barcomb, Athletic Director
 - Josh Safran, Head Football
 - Dennis Belisle, Assistant Football
 - Jim Bougor, Assistant Football
 - Chrystie Henry, Varsity Cheering
 - Stephen Feiss, Varsity Boys Soccer
 - Matt Lewis, JV Boys Soccer
 - Amy Benson, Varsity Girls Soccer
 - Roger Desautels, MS Boys Soccer
 - David Bray, MS Girls Soccer
 - d) Volunteer Coaches (Fall):
 - Douglas Belisle, Football
 - David Bray, Football
 - Travis Rock, Football
 - Eli Harrington, Football
 - Bryan Ravlin, Football
 - Bob DiMasi, Boys Soccer
 - Chantal McKeage, Girls Soccer
 - e) RIF Recall – John Malcovsky

“Ensure student growth through continuous improvement”

IV. Approval of Bills:		
#1168	Accounts Payable	\$124,624.31
#24	Payroll	\$14,823.79
#1169	941's	\$64,172.28
#1170	St.Vt	\$7,763.45
#1171	Dir.Dep.	\$183,013.30
#1172	P/R Ded.	\$22,610.83
#1173	Accounts Payable	\$114,093.69
#1174	Food Service	\$34,323.53
#1175	Accounts Payable	\$112,556.32
#25	Payroll	\$17,134.87
#1176	941	\$64,381.02
#1177	St.Vt	\$7,789.05
#1178	Dir.Dep	\$182,026.51
#1179	P/R Ded.	\$22,483.51

V. Approve Federal Grants for SY 2011/2012:

- LEAP
- CFP

Respectfully submitted,

Sandy Metivier
Secretary to the Board