

**WINOOSKI BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
WEDNESDAY, JUNE 8, 2016
Learning Media Center
Minutes
w/Corrections as approved 9/10/16**

Board Members Present: Michael Decarreau-President, Jen Corrigan-Clerk, Tori Cleiland, Julian Portilla, Rainbow Chen – Student Representative, Ledania Taylor – Student Representative

Board Members Absent: Mohamed Abdi - resigned

Administration Present: Sean McMannon- Superintendent

Others Present: Sign-in Sheet on file

1. Meeting called to order at 6:34 pm by President Michael Decarreau followed by Mindfulness led by Tori Cleiland.
2. **Agenda Review and Adjustments:** On behalf of the School Board members, Michael Decarreau thanked Ledania for her service as a Student Representative on the School Board and presented her with a card and a globe of the world with the words “We are giving you the world”.

Added a School Nurse nomination to the Consent Agenda.

3. **Focus on Learning:** Behavior Management – Sean McMannon kicked off the presentation. Forty-one students are expected to graduate this year. There have been great strides this year in building systems on student behavior. Thomas Shearer, M/HS Behavior Coach, shared the dynamics of behavior and learning systems that include school wide expectations, skill building, developmental designs with the EST (Educational Support Team) protocols, update of the disciplinary system and improvements to student orientation. After a school skill-building session with the addition of administrative retention and Saturday retention with re-entry meetings with the parent/guardian has proven to be successful. Principals continued the presentation. The goal is to keep the student in the classroom. If a major behavior issue occurs, a teacher can call for help. Bullying is an example of a major behavior problem. Also, vandalism and fighting are also considered major behavior issues. Sean McMannon shared the data on suspensions for the 2015-2016 school year and gave each board member a handout with the break down of numbers for both elementary, middle and high school students. Both middle school and high school has an after school detention. Policies outline what the staff needs to be doing. A suspension can be turned into a structured learning component. Board members expressed concern about policies not inhibiting school personnel from an action that makes sense.
4. **Public Comments:** None
5. **Consent Agenda:**
 - a) Minutes of Meetings: May 11, 2016

- b) Policy Title: 2.3 Financial Condition and Activities
 - Approval of Bills
 - Approve IDEA-B Flow-Thru
 - Approve IDEA-B Preschool
- c) Policy Title: 2.7 Compensation and Benefits
 - Approve Contract Recommendations:
 - Thomas Shearer, Behavior Coach, Gr. 6-12 for 2016-17 SY
 - Matt Gile, Library Media Specialist for 2016-17 SY
 - Lynn Garcia, Elementary Classroom Teacher for 2016-17 SY
- d) Policy Title 2.8 Communication and Support to the Board
 - Superintendent Report
- e) Policy Title 4.2.2 Board Job Description
 - Adopt Policy #5125 - Student Educational Records (FERPA)
 - Adopt Policy #5114b - Student Alcohol and Drug Abuse
 - Approve Recommendation of Food Service Contract

Motion by Jen Corrigan to approve the Consent Agenda with an addition of Katharine Monje as a full time School Nurse for the 2016-2017 school year. All present in favor.

6. Executive Limitations (Policy Section II):

- a) Policy Title: 2.6 Asset Protection
 - Discussion: Walk-In Cooler/Freezer update (The cost will be covered through the food service account.)
 - Action: Summer Renovations-up to \$15K
-JFK Bathrooms, Climate Control and Alarm System

Motion by Julian Portilla to approve the \$15K from the Capital Reserve fund to update the JFK Bathrooms and Climate Control and the Alarm System. Vote was 3-1 in favor.

- Action: Electronic Sign-up to \$15K
The sign will help to maximize communication with the community. The current sign takes a lot of time with maintenance and an electronic sign would be advantageous. Sean McMannon distributed a handout with the bids from various companies for an electronic sign. Monies for additional costs could come from organizations like PTO and Boosters. Motion by Jen Corrigan to approve up to \$30K from the Capital Reserve fund towards the purchase of an electronic sign. All present in favor.
- Action: Switches and Fiber Runs-up to \$20K
The switches in the building need fiber to work in conjunction with each other. Technology consultant, Marion Kenseth, recommended new switches and fiber runs. E-rate, a federal program, can be utilized to help with costs. Motion by Michael Decarreau to accept the bid from Chambers for fiber run in the amount of \$25K and Gov Connection for \$96,251 for switches with an E-rate contribution of \$103,063 and up to \$20K from the Capital Reserve fund. All present in favor.

7. Board-Management Delegation (Policy Section III):

- a) Policy Title: 3.2 Accountability of the Superintendent
 - Discussion: Board Monitoring Report

8. Governance Processes (Policy Section IV):

a) Policy Title: 4.1.b Governing Style

• Student Report to the Board

Rainbow Chen updated the board members on the prom that was held on May 20th. The highlight of the night was a teacher being lifted onto the shoulders of a student. Spring into the Arts included a Pops concert, Empty Bowls fundraiser for people in need of food, and the Memorial Day Parade on the 28th. May 27th the Seniors had their Senior Expo. Student Voice group had their last meeting last Tuesday. The Cool Event took place on May 31st – HS Students worked on this and shared what is happening in Winooski schools. Middle School has a school wide field trip to Camp Abenaki. VAMLE Conference was June 2nd. Winooski was represented with two students attending. Ledaina gave an update on sports. Winooski had two state Champions in track. Awards were given out at the Athletic Banquet on June 8th. Last Monday there was a slide show of the entire year presented. Seniors did a walk through the school. June 6th the band participated in the Jazz Festival. Update on Junpo events. Senior Honors dinner was held on June 7th. Elementary school students had their Field Day end of the year event today. Senior Class will be going to the Great Escape tomorrow. Project Grad will take place at St. Michael's. Graduations from Kindergarten through High School are taking place. Rainbow concluded with the process of getting a new Student Representative with Ledaina graduating. Would like to make the process more open so more students know about it. Besides the application process it would have a democratic vote in the fall.

• Discussion: Board member appointment

-Charter review

-Publicize opening and schedule interviews

Abdi Mohamed tendered his resignation last week. Board members decided to move forward with potential candidates for the open board position. A 6:30 pm board meeting will be scheduled for July 13, 2016. The open position will be advertised in the Front Porch Forum, the school newsletter, the schools website and Michael Decarreau will check into having it on the city website.

• Action: Permission for Board Chair to approve licensed new hires in July and August 2016 - Motion by Julian Portilla to invest the Board Chair to approve licensed new hires in July and August 2016. All present in favor.

b) Policy Title: 4.5 Agenda Planning

• Review Draft of Annual Agenda Plan for 2016-2017 – Added Executive Limitations policies to stay within the three year cycle. The decision was made to continue with four policies per school year. Julian suggested the focus on learning tie in with the policies.

• Discussion to Set Board Retreat date: The Board Retreat date will be on Saturday, September 10th, with a four hour meeting.

• Discussion: Invite list for Healthy Lives Forum in October 2016: Early Childhood can include from the Champlain Valley, the Dean from Champlain College, the Howard Center, and Lund Family Center. The Healthy Lives Forum will encompass physically, emotionally and spiritual health.

• Discussion: Board Development and Education topics

Education Funding – Jen informed the board members that she is now coming in on Thursdays and reviewing the bills. Sean suggested that two Board Members meet with him and Rebecca and go through the Financial Management Review (FMR) report

together and these board members bring back the information to the other board members. Another aspect will be board members learning to read an audit report.

9. Community Engagement (Policy 4.2.1):

- a) Discussion: Recent community activities by board members – Tori Cleiland attended the Spring into The Arts event. Jen attended the Athletic Banquet. She was impressed with the leadership among the student athletes.

10. Next Agenda:

11. Upcoming Important Dates:

- Last Student Day of school is June 10th with an Early Dismissal at 11:00 am.
- End of Year Luncheon will be June 10th at 11:30 am.
- Graduation is June 11th at 1:00 pm.

12. Executive Session - None.

13. Possible Action on Executive Session: None.

14. Tori Cleiland made a motion to adjourn at 8:52 pm. All present in favor.

Respectfully Submitted by:

Brenda Steady
Board Recorder