

**WINOOSKI BOARD OF SCHOOL TRUSTEES**  
**REGULAR MEETING MINUTES**  
**WEDNESDAY, DECEMBER 14, 2016**  
**Corrected 1/11/17**

Board Members Present: Micheal Decarreau-President, Jen Corrigan-Clerk, Julian Portilla, Tori Cleiland, Matthew MacNeil, Rainbow Chen-Student Representative, Alexander Do-Student Representative

Administration Present: Sean McMannon-Superintendent, Leon Wheeler-WMHS Principal, Rebecca Goulet-Finance Director, Kirsten Kollgaard-Director of ELL & Curriculum

Others Present: Sign-in sheet on file

1. Meeting called to order at 6:35 pm by Michael Decarreau-President followed with the Pledge of Allegiance and then Mindfulness led by Tori Cleiland.
2. **Agenda Review and Adjustments:** Rainbow Chen proposed that 7a be moved to after the Consent Agenda.
3. **Focus on Learning:** Sean McMannon-Superintendent kicked off the discussion on Family Outreach and Support. "Get the Word Out" is a communications checklist to get information out to the community. The Middle High School reaches out to families with a handbook and letters with pertinent information. He introduced Kristi Theise, the new Home-School Coordinator. Kristi gave an overview of what her challenges are as the Home-School Liaison. She does home visits and helps families feel more comfortable being in the school environment. This helps build a positive relationship. She is pleased with the progress that has been made to date. The Stay Warm project of offering winter clothing to families in need, was a success. Faridar Ko is a Home-School Liaison working with Burmese families and spoke about her role in this position. She supports teachers, staff, parents and students. She also makes phone calls, schedules meetings, translates, etc. She works hands on with students as a tutor, job searches and helps students with classroom behavior. Kristen Kollgaard, Director of ELL and Curriculum, spoke about the Summer Field Trip. Danielle Jatlow, SAP Coordinator and Centerpoint staff member, shared her role in these positions and the opportunities offered to parents and students through the partnership between WSD and Centerpoint. There is a lot of work done with the different cultural groups. On Friday nights there is a Nepali Parent Meet-up group that is well attended. Multigenerational Resilience Strengthening Family Connections – the Somali group meets on most Sundays at the Centerpoint school. There are several parent support opportunities being offered through various avenues.
4. **Public Comments:** Infinite Culcleasure spoke on behalf of student transportation. He would like to have the board members take the data and see if there is a difference with the PreK students who get transportation compared to the students that do not get transportation.

**5. Consent Agenda:**

- a) Minutes of Meetings: November 9th, 30th and December 7, 2016
- b) Policy Title: 2.3 Financial Condition and Activities
  - Approval of Bills
- c) Policy Title: 2.4 Financial Planning and Budgeting
  - Approve Superintendent Monitoring Report
- d) Policy Title 2.8 Communication and Support to the Board
  - Superintendent Report
- e) Policy Title: 4.2 Board Job Descriptions
  - Approve Board Monitoring Report

Motion made by Julian Portilla to accept the Consent Agenda as presented. All in favor.

**7. Governance Processes (Policy Section IV):**

- a) Policy Title: 4.1.b Governing Style: Encouragement of a Diversity of Views
  - Student Report to the Board: Rainbow Chen-Student Representative updated the board on the half day focus - career planning and financial literacy. Students explored various stations focusing on job salaries and preparing a monthly budget. The prep time was used to determine interests and the money that various jobs make. The student would go to stations like food, household, etc. Daycare cost was an eye opener to the students. Alumni were invited to share their real life experiences of high school and college. Other workshops included winter craft making, board games, etc. Getting more students involved in GX works. Proficiency based learning is hard for parents to understand. The report that is sent home instead of the traditional grade reporting was confusing to parents. Alexander Do-Student Representative would like to see something like an indoor soccer field, pool, etc. more recreational things to do after school.

**6. Executive Limitations (Policy Section II):**

- a) Policy Title: 2.4 Financial Planning & Budgeting
  - FY 18 Budget Work Session: Rebecca Goulet-Financial Director joined the board at the table. Sean McMannon-Superintendent gave each board member a worksheet with three different scenarios for a final budget to bring to the voters. He walked them through the three scenarios. Education spending per Equalized Pupil isn't finalized yet. Homestead property yield will be determined by the legislature at a later date so the numbers are an educated guess. Julian asked about scenario #3 if it is 6 cents per thousand. Board members discussed which scenario to work with. Tori Cleiland liked scenario #3 which included the Transportation Pilot of \$50K and would like to see the results of the pilot. The bus would only be the morning run during the winter months and at designated stops. Julian Portilla also liked scenario #3 based on data and previous experience. Jen Corrigan also recognized the need for scenario #3 that included adding a full-time daytime custodian. Michael Decarreau shared his views on both scenario #2 and #3. Matthew MacNeil agreed with scenario #3 minus the .5 Guidance Counselor. Sean gave an overview of what the Guidance Counselor would be used for. Jen believes that Guidance Counselors are well needed. Julian

expressed caution about over trimming. Michael thanked Sean and Rebecca for the job they have done with the budget.

b) Policy Title: 2.6 Asset Protection

- Action: Facilities Study - \$15K from Capital Reserve: Sean McMannon presented the need for a Facilities Study. There would be work done with engineers and designers to see what can be done with the current structure. A committee would be formed, if there is a decision to move forward with the process. Julian asked if future costs would be bonded out. Rebecca stated that the current bond will be paid by 2020. Motion made by Julian Portilla to approve using \$15K from the Capital Reserve to implement a Facilities Study. All in favor.

**8. Community Engagement (Policy 4.2.1):**

- a) Discussion: Recent community activities by board members: Michael Decarreau attended a conference on board governance. Sean McMannon attended the Vermont Council of World Affairs. Matthew and Sean attended the Collective Impact Forum. Julian enjoyed the Block Party on West Street during the summer and wondered if that would be something to replicate in the future.

**9. Next Agenda:**

- Participatory Budgeting – A community dinner to present the budget. Sean also mentioned the consolidated grant monies that need to be used before July 1<sup>st</sup>.
- Public Comments Policy – Bring this back into the agenda for conversation. Tori also asked if the attendance policy could be looked at.

**10. Upcoming Important Dates:**

- Budget Meetings – December 21<sup>st</sup> (if needed) and January 4<sup>th</sup> at 6:30 pm at the Library Learning Commons (LLC)
- JFK Winter Performance on December 15<sup>th</sup> at 6:00 pm in the Gymnasium
- Winter Recess will be December 23<sup>rd</sup> through January 2<sup>nd</sup>

- 11.** Motion made by Jenn Corrigan to enter Executive Session at 9:14 pm to discuss negotiation updates and personnel. All in favor.

Out of Executive Session at 9:42 pm.

- 12. Possible Action on Executive Session:** None.

- 13.** Motion made by Jen Corrigan to adjourn at 9:43 pm.

Respectfully submitted by:

Brenda Steady  
Board Recorder