

**WINOOSKI BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
WEDNESDAY, NOVEMBER 8, 2017
Learning Media Center**

MINUTES

Board Members Present: Michael Decarreau - President, Jennifer Corrigan - Secretary, Tori Cleiland, Alexander Yin, Destiny Syharaj and Alexander Do – Student Representatives

Board Members Absent: Matthew MacNeil

Administration Present: Sean McMannon-Superintendent, Leon Wheeler–Co-Principal, WMHS, Rebecca Goulet–Finance Manager

Others Present: Sign-in sheet on file

1. Meeting called to order by Michael Decarreau – President at 6:32 pm, followed by the Pledge of Allegiance and Mindfulness with Tori Cleiland and help from student, Izzy.
2. Agenda Review and Adjustments: Michael added 8c: Discussion and Organizing a Parent Forum
3. **Focus on Learning:** Sean McMannon – Superintendent opened the presentation of Systems of Support, Tier 2 –Targeted. This is the second Tier with the last presented in December. In the last four years there have been a lot of supports added especially in English Learning Language and Special Education mostly in additional staffing. We are now in that cohesive phase of learning. It has been broken down in academics and behavior. Angela Moulton and Sara Murphy continued with the Tier 2 intervention. A student moves into Tier 2 and an action plan is created for that student. There is follow-up and strategies and mechanisms are put into place. Based on the data that is collected the team will decide if the student will be moved into Tier 3. Amanda Spencer and Lisa Italiano shared that more and more data is being collected and used. The EST team is made up of key staff members. Reading, Math and Behavioral data is collected. Stephanie Hackett the Tutor Coordinator shared that volunteer’s come into the school to work with students. There are a variety of ways students can get tutoring before and after school hours. Leon Wheeler, Co-Principal, answered questions from the board members. One question asked was how the student that does not reach out can be identified and he said that teachers watch out for these students.
4. **Public Comments:** Valarie Visconti – Parent for Change representative, asked if she could acquire data for 2016-2017 regarding absenteeism and tardiness while working on the pilot for busing. Sean explained that this data is not available at this time.
5. **Consent Agenda:**
 - a) Minutes of Meetings: October 11, 2017
 - b) Policy Title: 2.3 Financial Condition and Activities
 - Approval of Bills
 - Establish New Checking Account for Health Reimbursement Arrangement (HRA) activity

- c) Policy Title: 2.7 Compensation and Benefits
 - Approve Contract Recommendation - Sarah Haynes, LTS, Grade 5
- d) Policy Title 2.8 Communication and Support to the Board
 - Superintendent Report
- e) Policy Title: 4.2.2 Board Job Description
 - Adopt Policy #5124, Graduation Requirements
 - Adopt Policy #8312, Public Participation at Board Meetings
- f) Policy Title: 4.5 Agenda Planning
 - Approve Board Monitoring Report 4.5: Agenda Planning

Motion made by Tori Cleiland to accept the Consent Agenda as presented. Tori verified that bids were due November 6th. Michael said that this would be discussed later in the meeting. All in favor

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

- a) Policy Title: 2.4 Financial Planning and Budgeting
 - FY19 Budget Timetable – Michael informed board members that the Budget will be sent out electronically by November 27th. December 6th will be sharpening the pencils week. December 13th there is a regular board meeting and the budget will be on the agenda. January 3rd there should be some more accurate numbers with the equalized pupils and CLA. January 10th is another regular board meeting and the adoption of the budget will be on that agenda. All meetings will be at 6:30 pm. Sean gave each board member handouts regarding the short fall in the Agency of Education monies. He explained this will be a challenging budget season.
- b) Policy Title: 2.5 Emergency Superintendent Succession
 - Superintendent Monitoring Report 2.5 – Sean updated the board with the name change on the first page from Adequate Yearly Progress to Continuous Improvement Plan and on pages two and three the middle school principal is now middle school co-principal. Motion by Tori Cleiland to accept the policy 2.5 Emergency Superintendent Succession report with changes as discussed. All in favor.

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

- a) Winter Transportation Pilot Bid: Rebecca Goulet, Finance Manager joined the board member with this discussion. Sean informed the board that only one bid was received for the transportation pilot. Due to only receiving one bid a waiver has been applied for with the State of Vermont. The bid came from the South Burlington school district. The approval will be going before the South Burlington School Board next week. The bid came in for \$1,710 per day for 39 days. The total bid came in at \$61,500. This is \$11,500 above the approved \$50,000. The district is expecting about 300 students to take advantage of the bussing. Sean stressed that parent volunteers will be needed and will reach out to the leader of Parents for Change. Motion made by Tori Cleiland to accept the Transportation Bid contingent upon the state waiver and the South Burlington School Board approval. All in favor.

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

- a) Policy Title: 4.1.b Governing Style: Encouragement of a Diversity of Views
 - Student Report to the Board
 - Alexander Do and Destiny Syharaj, Student Representatives shared school wide

updates. Alexander met with the elementary school principal and learned about the HEART program. The students have earned their first celebration for filling the box with HEART's they have earned. The Community Youth Forum was attended by a diverse group of people. A group of high school students met with Bernie Sanders at Castleton State College. There were several workshops offered at the college to prepare students for college. Champlain College also hosted students to visit. On the half-day, October 18th, students had the opportunity to meet with a motivational speaker. VSAC comes to the school on Fridays to work with students completing their FAFSA forms. VSAC gives incentives to students who complete their FAFSA forms. Progress Reports were received by students in a new format.

- Report on VSBA Annual Meeting on October 19th and October 20th was attended by Sean McMannon and Tori Cleiland. The annual meeting focused on community engagement.
- b) Policy Title: 4.2 Board Job Description
 - Board Monitoring Report 4.2: Tori asked for clarification of 4.23? Discussion included should the ENDS and Executive Limitations be split into two. Approval will take place later due to additional work being completed on the report.
- c) Discussion of organizing a Parent Forum included getting an active group of community members involved through a Parent Forum. The community members would brainstorm on what the school could do better. Board members felt that smaller groups would be more productive. Tori and Alexander will coordinate these groups. The goal will be to have a kick off by February or March. The information collected will be discussed during the August Board Retreat.

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

- a) Discussion: Recent community activities by board members: Tori enjoyed attending the soccer games as the team reached the semi-finals. Michael would like to have the soccer players attend the next board meeting to congratulate them on a great season.
- b) Book Discussion: Deepening Community, read pages 31 – 66: Michael walked away realizing how many community groups you actually deal with, work with and play with. Sean shared how he attended Water Works with 20 students and when he was driving through the community how many different people he waved to. Alexander said he feels a sense of pride in the Winooski community. Tori shared how views of people have changed regarding race.

10. **Next Agenda:** Budget discussions and Superintendent Survey

11. **Upcoming Important Dates:**

- Budget Meetings (Tentative)
 - November 29th
 - December 6th
 - December 13th
 - December 20th
 - January 3rd
 - January 10th
- Parent/Teacher Conferences will be held on November 20th
- No School on November 21st through November 24th
- Dollars for Scholars Train Show will be held on December 2nd
- Regular Board Meeting on December 13th and January 10th

12. **Executive Session:** None

13. **Possible Action on Executive Session:** Not needed

14. Motion made by Alexander Yin to adjourn. All in favor

Respectfully submitted by:

Brenda Steady
Board Recorder