

**WINOOSKI BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING  
WEDNESDAY, APRIL 11, 2018  
Learning Media Center**

**MINUTES**

Board Members Present: Michael Decarreau - President, Board Members Tori Cleiland, Alexander Yin, Matthew McNeil and Destiny Syharaj –Student Representative

Board Members Absent: Jennifer Corrigan – Secretary, Alexander Do – Student Representative

Administration Present: Sean McMannon-Superintendent, Leon Wheeler - Principal

Others Present: See sign-in sheet on file

1. Michael Decarreau-President called the meeting to order at 6:34 pm followed by the Pledge of Allegiance and Mindfulness led by Tori Cleiland.
2. **Agenda Review and Adjustments:** None at this time.
3. **Focus on Learning:** Sean McMannon – Superintendent McMannon began the presentation on the WMHS Proficiency-Based Graduation Update. Leon Wheeler, Principal gave an overview of the journey since the Nellie Mae Grant. This presentation began with an introduction, exploration of redesigned school system, GX resources and tools, parent communication and one student’s pathways to graduation (class of 2020). His presentation described the journey through a student’s four years of high school education. He began with Why Proficiency-Based Learning? Seven years ago a community based conversation took place of how to make education work for all students. The Nellie Mae monies were used to redesign learning so when a student graduated they had the skills to continue after graduation. He shared a letter from a former student that is now in college and how her Winooski education had an influence on her. Teacher, Lucas Dunn, continued with the GX Matrix. A student needs to show GP Progressions that have clear goals. The Class of 2020 GX and GP map visual has standards that clearly cannot be met for them, but by 2021 students should be able to meet the expectations. The progress reports have three reporting periods throughout the semester. The report card gives clear GP progressions. Leon continued with parent communication and informed the board that Amy Dickson worked on information gathering from students, parents and staff. The Family/Student Handbook also had information for parents to review along with the October and December articles in the school mewsletter. Parent informational meetings are also offered. The Course of Studies for next school year will have the course name, GX, GP1, GP2 and GP3. The staff came up with a form to translate a credit to proficiency. There are a few areas that make it difficult to calculate a grade to proficiency. A fourth year PLP class planning

matrix and final graph of completion will be completed for a student that will move onto college. Tori Cleiland complimented the parties involved with the planning of the Proficiency Based Graduation works. Destiny shared that change is always hard. The transition from grades to GPA has been hard to adjust to. Kim Soukone (former student, now college student) believes that change can be difficult but change is happening everywhere. Jaydyne Crowder likes the narrative reporting better than a grade. He actually enjoys going to school. Alexander Yin asked how the school staff is working on the transition from grades to proficiencies and how to make the transition easier. Leon believes that if there is always opportunities to help get regrounded. He does not want students to be impacted in a negative way and to share the benefits of going down this road. Matthew McNeil asked if there are other schools using this method? Leon explained these proficiencies are being designed for this school. Michael asked about the personalized learning plans and if parents are involved. Leon said yes absolutely parents can weigh in on student's choices of classes.

**4. Public Comments:** None.

**5. Consent Agenda:**

- a) Minutes of Meetings: March 14, 2018
- b) Policy Title: 2.3 Financial Condition and Activities
  - Approval of Bills
- c) Policy Title 2.8 Communication and Support to the Board
  - Superintendent Report
  - Board of School Directors Award
- d) Policy Title: 3.4 Monitoring Superintendent Performance
  - Accept Board Monitoring Report
- e) Policy Title: 4.2.2 Board Job Description
  - Adopt Policy #3545, Transportation
  - Adopt Policy #6144a, Animal Dissection

Motion made by Tori Cleiland to accept the Consent Agenda as presented. Michael congratulated the Board of School Directors on their Award. All present in favor.

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

- a) Policy Title: 2.6 Asset Protection
  - WSD Capital Project Committee Update: Cam Featherstonhaugh from the architectural firm, Truex Cullins in Burlington, presented how his firm aligns the space study with education. They take into consideration wellness, learning and engagement as they structure the space identification. His firm moved towards team based learning with break out rooms, bathrooms, etc. The handout given to board members identifies the project approach. The goal is to make something transformational. He shared pictures of classic problems of doors rotting out and other wear and tear over several years. They try to move out the old era with the new comprehensive approach. Sean McMannon shared how the monies have been used to date.

- b) Policy Title: 2.3 Financial Condition and Activities
  - Review/Accept Quarterly Financial Management Report  
Michael shared there has not been a lot of change. The interesting piece is the movement within. The HRA expenditure is being followed closely by Financial Manager, Rebecca Goulet. At this point, half way through the school year it is tight but the budget is still on track. Matthew McNeil made a motion to accept the Financial Management Report for the third quarter. All in favor.
- c) Policy Title: 2.7 Superintendent Monitoring Report
  - Review/Accept the Superintendent Report  
Sean asked the board to review tonight and add to the Consent Agenda for the next meeting due to not having an opportunity to update this. In number one data needs to be updated and page two, number three under evidence the analysis on data hasn't been completed. In section 5 it looks like Rebecca's letter is not complete.
- d) Policy Title 2.8 Communication Compensation and Benefits
  - Review/Accept and Support to the Board:  
Discussion regarding the school calendar for 2018-19 SY included adding a Professional Day in March for staff.
  - Action: School Calendar 2017-18 SY with discussion: Sean McMannon asked the board to make Monday and Tuesday, June 18-19 as professional staff days and not student days and have June 15th as the last student day of school.  
Motion made by Alexander Yin to have June 18<sup>th</sup> and June 19<sup>th</sup> as professional staff days and June 15<sup>th</sup> be the last student day. All present 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: Destiny Syharaj, Student Representative, shared that there is a lot of testing happening. The elementary school principal, Ms. Raabe, has been visiting classrooms discussing safety. There was a Scholastic Book Fair at the elementary school. Middle school students are working on spring expeditions. In the high school, this month has been focused on financial literacy. There is a dance being planned to promote financial literacy. Advisories are taking trips outside the district and off campus. Students went to New York City for a business trip. The students saw a Broadway show and visited Wall Street. A lot of students had never been on a plane and that was an experience for them. The One Act play performance took place at the Regional Festival. The Treasury Cup team got 4<sup>th</sup> place in the state. The first track meet took place. A presentation on Gun Safety was well focused and engaged. Sean added that he and Lucas Dunn are working on the spring U16 soccer kick off.
- b) Policy Title: 4.2.2 Create Written Governing Policies
  - 1<sup>st</sup> Reading, Policy #6146-Access to Technology discussion included Michael sharing that the policy is light while the procedures are heavy.

Sean shared this was last discussed in 2014 and recommends that the model policy be adopted with local procedures.

- 1<sup>st</sup> Reading, Policy #6171 Parental Involvement - discussion included that Michael isn't quite sure about the path of the model policy. Sean shared that it is more important to use federal language and go with the model policy due to the detail being tied in with federal funding. The board members liked using the schools first paragraph with the model policy. Michael agreed to adopt the current header paragraph with the model.
- c) Policy Title: 4.2.4 Legislative Update
- Discussion included: The financing piece, gun legislation regarding an increase of safety and monies to use for safety precautions.

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

- a) Recent community activities by board members
- b) Newsletter Topics discussion included the work Alexander and Tori have done on the Parental involvement. Tori suggested pushing into the fall and asked if this could be an agenda item? Tori asked about bringing back the book read. Board members thought school board presence at the Farmer's Market would help with awareness. Tori asked about getting information out at the upcoming Parent/Teacher Conferences. Michael will do the article for the May newsletter and Matthew will share information in the June issue and Tori will do July.

**9. Next Agenda:** No additions.

**10. Upcoming Important Dates:**

- Parent/Teacher Conferences scheduled for April 12<sup>th</sup> and 13<sup>th</sup>
- Annual Jazz Dinner on April 14<sup>th</sup> at 6:00 pm in the Cafeteria
- Talent Show on April 20<sup>th</sup> at 6:00 pm, PAC
- Spring Recess will be April 23<sup>rd</sup> through April 27<sup>th</sup>
- Regular Board Meeting on May 9<sup>th</sup>

**11. Executive Session:** None.

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

**13. Motion made by Matthew McNeil to adjourn at 9:10 pm. All present in favor.**

Respectfully submitted by:

Brenda Steady  
Board Recorder