

**WINOOSKI BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING  
WEDNESDAY, MAY 9, 2018  
Learning Media Center**

**MINUTES**

School Board Members Present: President Michael Decarreau, Secretary Jennifer Corrigan, Board Members Matthew McNeil and Alexander Yin

School Board Members Absent: Tori Cleiland, Destiny Syharaj and Alexander Do-Student Representatives

Administration Present: Sean McMannon, Superintendent

Others Present: See sign-in sheet

1. Meeting called to order at 6:30 pm by President Michael Decarreau, followed by the Pledge of Allegiance and Mindfulness led by Superintendent Sean McMannon.
2. **Agenda Review and Adjustments:** Additional teacher nominations added to 7c and moved 9c: First Reading of Policy #TBD Comprehensive Sexual Health to 5g.
3. **Focus on Learning:** School Nurse, Elizabeth Parris, RN began the presentation on the School-Based Health Center. She gave an overview of what days the physicians work in the district. She shared the statistics on the number of times students have been seen for prescriptions, procedures, referred for x-rays and pre-op screenings. Dr. Terry Hetzler from the Community Health Center in Burlington (CHCB) shared her experience of students that come to the health office. Several students were transported for dental care. School board member, Matthew McNeil asked about confidentiality. Elizabeth said there is a paragraph in the enrollment form that does state who can be spoken to regarding a student's medical information. To date, 390 students have enrolled. Dr. Anna Zuckerman from UVM Medical Center welcomed any ideas to increase enrollment.
4. **Public Comments:** Meg Cline, a current special education instructional assistant, praised the Special Education program.
5. **Consent Agenda:**
  - a) Minutes of Meetings: April 11, 2018
  - b) Policy Title: 2.3 Financial Condition and Activities
    - Approval of Bills
  - c) Policy Title: 2.7 Compensation and Benefits
    - Accept Superintendent Monitoring Report
  - d) Policy Title 2.8 Communication and Support to the Board
    - Superintendent Report
  - e) Policy Title: 4.2.2 Board Job Description
    - Adopt Policy #6146-Responsible Use of Technology
    - Adopt Policy #6171- Parental Involvement
  - f) Policy Title: 4.2.5 Appoint External Auditor

Motion made by Alexander Yin to accept the Consent Agenda as written. All present in favor.

- g) Policy Title: 4.2.2 Create Written Governing Policies:
- 1<sup>st</sup> Reading, Policy #TBD - Comprehensive Sexual Health with discussion. Katharine Monje, RN and Andrea Nicollette presented the proposed Comprehensive Sexual Health policy with supporting rationale and shared statistics regarding teen pregnancy costs throughout the United States. Teens and young adults age 15-25 account for 50% of all new sexually transmitted infections (STIs) although they only make up 25% of the sexually active population. Percentage of Winooski high school students who report via the Youth Risk Behavior Survey (YRBS) having had intercourse is 28%, with four or more people 12%, sexual intercourse before age thirteen is 5% and oral sex 26%. The Centers for Disease Control (CDC) recommend the use of condom distribution interventions. Several other school districts have already begun making condoms available. The goal is to begin in the fall. Condoms will be available in the health office, guidance office and with health teachers. Planned Parenthood has committed to provide a free condom supply to the school district through a grant. Alexander Yin asked how it is decided what teachers will distribute the condoms. Katharine explained that not all teachers would be comfortable with handing out condoms. Dr. Anna Zuckerman asked what other strategies other schools use. Elizabeth shared that in some schools it is accepted and in others it is not and different people have different values regarding condoms. Michael Decarreau, President, asked board members what they thought about the policy. Alexander likes the comprehensive piece and asked about inclusivity. Michael believes that the policy is very well written. Sean McMannon suggested that the policy come back for a 2<sup>nd</sup> reading. Meg Cline suggested that staff be educated on language to use surrounding condoms.

**6. ENDS Statement (Policy Section I):**

- a) Review ENDS Statement
- Michael Decarreau asked board members if the ENDS statement fits the needs of the board. Sean believes the statement is very helpful. He believes it is clear when making decisions. Until there are metrics in place, he does not know what may need to be added or taken out of it. Every few years the language will need to be looked at with community input.

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

- a) Policy Title: 2.1 Treatment of Students, Parents/Guardians & Community
- Superintendent Monitoring Report review and approval. Michael Decarreau asked if information is stored electronically. Sean said it is. Michael asked about internet security. Sean said there has been an upgrade to the firewall. Alexander suggested that wording reflect what data is accessible by certain people. Sean thought maybe the network administrator could craft something. Sean shared that the new winter transportation project and facilities evaluation is the only change under 3.

Motion by Matthew McNeil to accept Policy Title: 2.1 Treatment of Students, Parents/Guardians and Community with updates. All present in favor.

b) Policy Title: 2.6 Asset Protection

- Action: Facility Evaluation - \$20K from Capital Reserve  
Sean's recommendation to the board is to approve \$20k out of Capital Reserve for a facility evaluation. Michael explained this would give a baseline if there are any needs to take action on.

Motion made by Jennifer Corrigan to approve the use of \$20k from the Capital Reserve for a facility evaluation. All present in favor.

c) Policy Title: 2.7 Compensation and Benefits

- Teacher Contracts
  - Kyle Blindow – .2 FTE Physical Education
  - Grace Holcomb – .5 Elementary Guidance Counselor
  - Rachel Howes – 1.0 FTE Science
  - Thierry Uwilingiyimana – 1.0 FTE Science
  - Rebecca Viens – 1.0 FTE Special Educator (K – 5)
  - Ashley Beach – 1.0 FTE Speech Language Pathologist
  - Matthew Torrex – 1.0 FTE Music Teacher

Motion made by Jennifer Corrigan to accept Kyle Blindow as a .2 FTE Physical Education teacher. Sean explained that he is already a full time teacher and this addition will meet the needs of the district. Board members asked if this has ever been done and Sean said no and that it is not over time due to being a salaried position. Alexander Yin asked if this will be evaluated after one year and Sean said it will be. All present in favor.

Motion made by Alexander Yin to accept Grace Holcomb as a .5 Elementary Guidance Counselor. Sean explained that Grace is on a provisional license and he received confirmation that everything is in order. All present in favor.

Motion made by Matt McNeil to offer a teacher contract to Rachel Howes as a 1.0 FTE Science teacher and Thierry Uwilingiyimana as a 1.0 FTE Science teacher. Sean explained that with a staff member leaving, the position was posted and several great candidates came forward. Rachel has both middle school and high school experience and is a great match. Thierry has an electrical engineering degree and a strong educational background. This is a unique opportunity to have a candidate that reflects student needs. The dollars have been figured out to incorporate a new staff member. These two people are the type of teachers that have great skill sets to work with students. Sean does not feel there will be any difficulty getting a provisional license. All present in favor.

Motion made by Matt McNeil to accept the nomination to hire Rebecca Viens as a 1.0 FTE Special Educator (K-5). All present in favor.

Motion made by Jennifer Corrigan to accept the nomination to hire Ashley Beach as a 1.0 FTE Speech Language Pathologist. All present in favor.

Motion made by Matt McNeil to accept the nomination to hire Matthew Torrez as a 1.0 Music teacher. All present in favor.

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

a) Policy Title: 3.4 Monitoring Superintendent Performance

- Performance Survey had a good response. Other than the concern about the anonymous nature it looks good. Board members believe that with the new human resource staff member, people should have a better

avenue to be heard. Michael asked board members if the nature of the questions hit upon the needs of the district. Board members will review the questions when given again.

**9. 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 is at the Allstate parade and could not be at the meeting. A replacement for Alexander Do is in process for the next school year. Alexander Yin offered to help in any way to get students involved.
- b) Policy Title: 4.1.4 Board Development
  - Michael asked board members to start thinking from a board development standpoint on topics. Jennifer brought proficiencies into the conversation and that they are difficult to understand. Special Education funding is another area for discussion.
- c) Policy Title: 4.2.2 Create Written Governing Policies
  - 1<sup>st</sup> Reading, Policy #5111 - Prevention of Harassment, Hazing and Bullying with discussion:  
This policy is very close to the model policy. Procedures are long but are needed. Sean explained it is complex due to not always having accurate information and more perception. This makes it difficult to investigate. Confidentiality is difficult due to not being able to share student discipline. If the policy and procedures are not followed, the district can be at risk. Sean shared that information is included in the Student Handbook. Michael asked if there is something in place to bring information to students. Sean answered that guidance counselors and principals do educate students.
  - 1<sup>st</sup> Reading, Policy #TBD - Comprehensive Sexual Health Condom Availability Program – Moved to 5g.
- d) Policy Title: 4.2.4 Legislative Update
  - Discussion included special education funding and mandated needs. Sean put a five year plan in the board member packet. There was a press conference at the State House asking that educational personnel be included in discussions. Sean informed the board that Superintendents and other educational leaders are invited to participate in a phone conference on May 10<sup>th</sup> with the Governor.
- e) Policy Title: 4.5 Agenda Planning
  - Board Monitoring Report on Agenda planning with discussion:  
Michael asked board member thoughts on the sections in red. He believes that the report is in compliance. Interpretation section would be to keep the recommended adjustments.
  - Board Retreat Date: There will be no July meeting as in the past with a retreat in August. Sean asked board members if the August time frame for a retreat be could be changed due to administrator's vacations being scheduled. Sean will check the dates that administration have scheduled their vacations and get back to the board with a possible date for the retreat. Also, included in the discussion was the date that the board has their joint meeting with the city counsel. Jennifer also suggested that a transgender policy be added to a future agenda.

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

- a) Recent community activities by board members: None.
- b) Winooski Student Focus Group Report discussion included an update from Alexander Yin on questions created to get data from students on how the school district is working for them. He said the data did show appreciation for diversity came out strong. He also believe the data is great on how the ENDS statement is doing.

**11. Next Agenda: None.**

**12. Upcoming Important Dates:**

- Superintendent/School Board Chair Training to be held on May 23<sup>rd</sup>.
- VSA/VCSEA Spring Conference will be held on May 24<sup>th</sup> and May 25<sup>th</sup>.
- Pops Concert will be on May 31<sup>st</sup> at 7:00 pm.
- Regular Board Meeting will be June 13<sup>th</sup>.
- Graduation will be June 16<sup>th</sup> at 1:00 pm.

- 13.** Motion made by Jennifer Corrigan to enter Executive Session at 9:17 pm to discuss Labor Negotiations. All present in favor.

Out of Executive Session at 9:31 pm.

- 14.** Results of Executive Session: None.

- 15.** Motion to adjourn at 9:32 pm. All present in favor.

Respectfully submitted by:

Brenda Steady  
Board Recorder