**WINOOSKI BOARD OF SCHOOL TRUSTEES**

**REGULAR MEETING**

**WEDNESDAY, DECEMBER 12, 2018**

**MINUTES**

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

**Administration Present**: Sean McMannon, Superintendent, Leon Wheeler, Principal (HS), Rebecca Goulet, Finance Manager

Others Present: See Attendance Sheet On-file

1. The meeting was called to order at 6:35 pm by Michael Decarreau followed by the Pledge of Allegiance and mindfulness with Tori Cleiland.

2. Agenda Review and Adjustments: None

3. Focus on Learning-Cultural Presentation: Sean McMannon, Superintendent introduced Lan Nguyen as the Vietnamese Cultural Liaison in the school district. Lan shared the American and Vietnamese differences. The Hierarchical System which was influenced from Chinese Confucianism teaches Vietnamese children a strong respect for the elderly and adults along with following rules and directions. The Vietnamese smile often and this can be misleading due to it being misunderstood if they smile to a negative situation. The Vietnamese school system teaches students rote memorization, they have national exams, teach student collaboration and there is a large ratio of students to teachers. Compared to the United States that teaches for understanding, have standardized tests, pair or group work in classrooms and there is a small ratio of students to teachers. In Vietnam, students are graded 0-10/100, parents do not volunteer in school, scram school if offered at a cost to the parents if a student needs extra help, and left handed students learn to write with their right hand. Winooski is proficiency based, there are parent volunteers in school, after-school programs are offered free of charge along with sports and special education at no cost to parents. The challenges for students and families from Vietnam are finding it difficult to identify their own identity and what is expected of them. The families of Vietnamese students in the Winooski school system get frustrated with the language barrier. To make students and parents feel welcome she suggests a welcome video along with a welcoming committee for the new students. If a teacher of a new student could say “Hello” and “Thank you” in their foreign language, it would make a newcomer feel more welcome. Alex Yin asked if there is something the school district could do that would help Vietnamese students feel prideful about their culture. Lan suggested a Vietnamese day, where a student could share their culture.

4. Public Comments: Leon Wheeler, Principal, wanted to share that being part of the Winooski school system has been one of the most amazing parts of his life journey. He said it has been an honor and a blessing to work in the district and wanted to say “thank you” in person to the school board members. Michael told Leon that he has done a fantastic job and there is a reason when people come along and his presence came to Winooski and filled that gap. He asked him what board members should look for when hiring his replacement. Leon said he has great confidence in Sean. He said the committee knows what has been accomplished and will know the right person that needs to come into the district that fits the schools needs. Alex led the school board members in a standing ovation.

5. Consent Agenda:

 a) Minutes of Meetings: November 14th and 28th

 b) Policy Title: 2.3 Financial Condition and Activities

* Approval of Bills

 c) Policy Title: 2.7 Compensation and Benefits

* Approve Contract for Anne Browning Long Term Substitute

 d) Policy Title 2.8 Communication and Support to the Board

* Superintendent Report

Motion made by Alexander Yin to accept the Consent Agenda. Discussion included Michael correcting section 7 under b in the minutes of November 14, 2018. He would like the minutes to reflect that Board members plan to seek education on bringing this back into compliance. Section 11 should say labor negotiations and not just negotiations. Original motion rescinded: Motion made by Alexander Yin to accept the Consent Agenda with the above corrections to the November 14, 2018 minutes. All in favor.

6. Executive Limitations (Policy Section II):

 a) Policy Title: 2.4 Financial Planning and Budgeting

* Review FY20 Budget Timetable: The current timeline looks good.
1. Policy Title: 2.6 Asset Protection
* WSD Capital Project Update - Community Engagement Plan: To date, Sean has met with about 25 community members, council members and parents and has asked them what they think the community readiness is? Some of the key elements of these talks are that there is support for the school, sticker shock on costs, concern about needing another gymnasium, and integrating green technologies. Received some great feedback and suggestions. The plan is to set up tours of the building and decide what dates to have them. The goal is to have this accomplished by June.
1. Policy Title:2.8 Communication and Support to the Board
* Superintendent Monitoring Report 2.8: Michael expressed the report is very thorough. The evidence in 5 could be used as the board evidence.

Motion made by Matthew MacNeil to accept the Superintendent Monitoring Report as written. All in favor.

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

 a) Policy Title 3.1: Unity of Control

* Board Monitoring Report 3.1: Board members were fine with the report as is. Motion made by Alexander Yin to accept the Board Monitoring Report as written. All in favor.

8. Governance Processes (Policy Section IV):

 a) Policy Title: 4.1.b Governing Style: Encouragement of Diversity of Views

* Student Report to the Board: Sophia Do shared that Bernie Sanders is coming on Friday to visit. Teachers are asking the students to write up questions to ask him. The Scholars Bowl team went to Essex High School and did great. Destiny Syharaj shared she is taking advantage of the early college education at Community College of Vermont and after speaking with the other four students that are going too they believe that their speeches are going very well. They are struggling with exams and believe it is due to not taking a lot of exams in high school. School Board members discussed how this could be addressed.
* FY20 Budget Session: Rebecca Goulet, Finance Manager, joined the board members at the table. Sean presented the revised baseline, salaries, along with benefits and tax preview. The Leadership Team worked hard to reduce dollars. Some areas where reductions have been made is in professional development and special education costs. Ninety-eight percent of the increase in the budget is mostly in salaries and benefits. He believes there are some possible investments. The 6.8% increase does include the addition of two special educators. An ongoing concern is the substitute teacher problem. The estimated tax rates for FY20 is the common level of appraisal (CLA), equalized pupil count and the revenue estimate. At this point some revenue numbers have come in but no CLA or equalized pupil numbers. The current scenarios presented are not based on the final investments. Michael asked if the numbers would be in to have a meeting next week. Rebecca said she is set up very well once the numbers do come in. Sean shared the enrollment projections versus actual. Rebecca said she is waiting for the technical tuition costs rate. Board members decided to have a meeting next week.

9. Community Engagement (Policy 4.2.1):

 a) Recent community activities attended by board members: Matthew

 MacNeil asked for suggestions for his piece for the newsletter. Sean did

 suggest writing about the capital project. Alexander said he would

 write for the January newsletter because he has already started a draft

 regarding the capital project. Matthew will now write for February and

 Jennifer said she will write the March newsletter so she can say her

 farewells.

10. Next Agenda: None.

11. Upcoming Important Dates:

* Tentative Budget Meetings are December 19th, January 2nd and January 9th
* JFK Winter Performance will be December 13th at 6:30 pm
* Winter Recess will be December 22nd until January 2nd

12. Motion made by Matthew MacNeil to enter Executive Session at 8:17 pm to discuss Labor Negotiations. All in favor.

 Out of Executive Session at 8:32 pm.

13. Possible Action of Executive Session: None.

14. Meeting adjourned at 8:33 pm.

Respectfully submitted by:

Brenda Steady

Board Recorder