

**WINOOSKI BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
WEDNESDAY, JUNE 12, 2019**

Minutes

School Board Members Present: Michael Decarreau-President, Alexander Yin-Secretary, Matthew MacNeil, Tori Cleiland, Margaret Bass. Student Representatives - Sophia Do and Destiny Syharaj

Administration Present: Sean McMannon - Superintendent, Rebecca Goulet - Finance Manager

Others Present: Sign-in sheet on file.

1. Meeting called to order at 6:32 pm by Michael Decarreau, President followed by the Pledge of Allegiance and mindfulness with Tori Cleiland
2. Agenda Review and Adjustments: Move the student report to the board under the Consent Agenda.
3. Public Comments: None
4. Consent Agenda:
 - a) Minutes of Meetings: May 8, 2019
 - b) Policy Title: 2.3 Financial Condition and Activities:
 - Approval of Bills
 - Approval of Local Education Agency Plan (LEAP) Assurances
 - c) Policy Title: 2.7 Compensation and Benefits: Approve Contract Recommendation
 - Emily Jacob – 1.0 FTE WMS Arts/Technology
 - Erica McIntyre – 1.0 FTE WMS Math Teacher
 - Mary Carleton – 1.0 FTE JFK Elementary Classroom Teacher
 - Ghana Rhimal - .67 FTE WHS Math Teacher-One-Year
 - d) Policy Title 2.8 Communication and Support to the Board
 - Superintendent Report
 - e) Policy Title: 4.2.2 Board Job Description
 - Approve Recommendation of Food Service Contract
 - f) Policy Title: 4.2.9 Negotiating Union Contracts
 - Approve WSD Teacher Contract for July 1, 2019- June 30, 2020

Motion made by Tori Cleiland to approve the Consent Agenda as presented. All in favor.

- g) Policy Title: 4.1.b Governing Style: Encouragement of a Diversity of Views:
 - Student Report to the Board: Sophia followed up from a prior discussion about students struggling to graduate. After working with Mr. Wheeler the date has been changed to complete the student project. She also acknowledged that some students are at fault if they fail to complete their projects. Mr. Wheeler tried to work with Colchester to offer business classes to their students in exchange for Winooski students to take AP classes at the Colchester location. Destiny spoke about the early college classes offered to students and that her class ended on the 15th of May. Eva Larousie, is the upcoming student representative, for the next school year. She shared that she has talked with Mr. Wheeler about a new plan for next year. Some newcomers that come into the district cannot speak English and have a hard time with graduation requirements. The plan is to help these students become more aware about the opportunities that are offered to them. Alexander suggested that students can also utilize board members. Eva received an award during the student recognition for her business plan and two other students also received awards.
 - Recognition of Student Representative: Michael Decarreau - President, presented Destiny Syharaj with a card and gift for her service as a Student Representative. Board members thanked Destiny for her hard work with the board.

5. Executive Limitations (Policy Section II):

a) Policy Title: 2.2 Treatment of Staff

- Superintendent Monitoring Report: Sean will make a change on page 1 in the second to last paragraph. The change will be made in the evidence section. At the bottom of page one under the clarity rules for staff. The grievance process fits. Board members discussed if the latest grievance should be noted. Board members decided as long as it is not for a punitive measure only what can be learned from the process. Should there be sufficient data in the evidence section?
Motion made by Alexander Yin to approve the Superintendent Monitoring Report. All in favor.

b) Policy Title: 2.6 Asset Protection:

- 401 Main Street Development - Sean introduced Eric Vorwald, from Planning and Zoning to discuss the 401 Main Street Development project. This project is in the form of base code. It is in the Urban district. The design is for a three story building that will house commercial and residential. He reviewed the traffic pattern and parking in regards to the exit to the school. Sean expressed he has safety concerns with students and traffic. Sean suggested working with the developer for any opportunities for the school. Board members would like to have opportunities explored.
- Capital Project Timeline: Sean handed out a Project Timeline to board members. Sean let the board members know they will be receiving updates throughout the process. He reviewed the handout. He also reviewed the schedule of the process to get to the construction phase. The plan is to break ground next summer and not hold off until fall. Rebecca Goulet, Finance Manager, has already started working on the financial side.
- Owner's Project Manager (OPM): Sean asked the board to vote on advertising for a OPM for the project. Motion made to allow an RFP to hire a Project Manager. All in favor.
- Construction Manager vs. General Contractor and RFP (Request for Proposal): Sean went over the difference between a Construction Manager and a General Contractor. Michael asked if a Construction Manager would be diligent in keeping prices down. Motion made by Matt MacNeil to allow the Superintendent to go with an RFP for a Construction Manager. All in favor.
- Possible July and August board meeting dates for Capital Project items: Sean informed the board members that there may be a need to have meetings during July and August if any action is needed to move forward with the construction project.

6. Board-Management Delegation (Policy Section III):

a) Policy Title: 3.2 Accountability of the Superintendent

- Michael reviewed the policy with board members. Discussion included the means of how the superintendent's performance will be evaluated. The evaluation process will be completed as it is written in the interpretation. Board members decided to report compliance as is.
Motion made by Tori Cleiland to approve the Accountability of the Superintendent Policy 3.2. All in favor.

7. Governance Processes (Policy Section IV):

Training with Val Gardner - Consultant, Policy Title: 4.4 Board Linkage with Ownership Linkage Plan:

- Val shared her interpretation of how the board members discussed the prior policies and how impressed she was with how members worked together. She proposed that when the board has their retreat this would be the time to work on a three-year plan. She suggested to get out into the community and speak with community members. A different approach would be to have some meetings in the community and not in the school. This will be a shift in how the board members usually meet. With Ownership comes going out to talk with people with a purpose to engage community. To accomplish a three-year plan there needs to be a long range goal. Once the board comes up with a long range goal they will need to come up with strategies to meet that goal. Michael asked Val how the board would handle the agenda items that usually are on the agenda each month. Val suggested having one board member review items and then add this to a consent agenda. There should be a system unless Sean comes forward and lets the board members know there is a problem. The Board Retreat would be the place to discuss how the regular board meetings would work if there is more community outreach. When creating a three- year plan, Val said, "What is the purpose of what

you are trying to do?”. Work with the community to see what role they will play in education. The first year of the three-year plan should be very specific. Margaret feels it needs to be a very structured and thoughtful approach to engage the community. Board members thanked Val for coming.

8. Community Engagement (Policy 4.2.1):

- a) Recent community activities by board members: Alex and Margaret have been working with community outreach and events that take place in the community.
- b) Newsletter Topic: Matthew is working on the next newsletter. Tori will have the mid July for August and Alex will have the mid-August for September.

9. Next Agenda: No additions

10. Upcoming Important Dates

- Graduation will be Saturday, June 15th at 1:00 pm.
- Last Student Day will be Wednesday, June 19th, with dismissal at 11:00 am.
- The next regular board meeting will be Wednesday, August 14th, at 6:30 pm.
- Annual Board Retreat will be Saturday, September 14th, time TBD.

11. Executive Session: None

12. Possible Action on Executive Session: N/A

13. Motion to adjourn at 9:07 pm by Alexander Yin. All in favor.

Respectfully submitted by:

Brenda Steady
Board Recorder