



WINOOSKI SCHOOLS

We are the future.

**WINOOSKI BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
WEDNESDAY, September 11, 2019
Learning Media Center
Minutes**

School Board Members Present: Michael Decarreau-President, Alexander Yin-Secretary, Tori Cleiland, Matthew MacNeil, Margaret Bass

School Board Members Absent: Students Representatives: Sophia Do and Hiba Laaroussi

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

Others Present: See sign-in sheet on file.

1. Meeting called to order at 6:30 pm
2. Agenda Review and Adjustments:
Michael Decarreau, President, removed Section 6a number ii
Discussion and Approval: Contract with ReArch and Section 6b - a small change will be discussed.
3. Focus on Learning:
Sean McMannon, Superintendent, introduced Maybeline Lopez, Preschool Director and Early Learning Coordinator, along with Robin Hood, Director of Support Services and Early Learning, to present **Early Learning**. The school is setting a strong foundation for students. Goal number one is College & Career Readiness. This is a great program that has been developed for early intervention. Goal number two is Healthy and Productive lives. Goal number three is Local and Global Community Engagement. Both presenters stressed the importance of collaboration. Teachers are employed through Head Start. Board members expressed concern about salaries that are attached to the Early Learning Educators. Challenges being dealt with are the loss of the family center, serving children on IEP's who do not have a classroom placement in the district, and a wait list of over 30 families seeking preschool placement at the school. Additional concerns are the difference between Early Childhood regulations and elementary school and the growth of Act 166. Challenges include: administration of program, applications, registration, attendance, processing payments, etc. The future with extra space is exciting due to having additional classroom space, collaborating with other programs, reducing the wait list and continuing to provide early learning opportunities to meet the needs of families. The five year goal will be how

the school district will meet the needs of families. They expressed how thankful they are for the new position that was approved for the current school year and thanked the school board of trustees.

4. Public Comments: None

5. Consent Agenda:

- a. Minutes of Meetings: August 21, 2019
- b. Policy Title: 2.3 Financial Condition and Activities
 - i. Approval of Bills
- c. Policy Title 2.8 Communication and Support to the Board
 - i. Superintendent Report

Action: Motion made by Margaret Bass to accept the Consent Agenda as presented.

Discussion included: Alex Yin pointing out that the guardian angel that donates \$10K each year to the district deserves to be thanked along with all other guardian angels that donate to the school system. Sean expressed that the monies have been helpful. All in favor.

6. Executive Limitations(Policy Section II):

- a. Policy Title: 2.6 Asset Protection
 - i. Capital Project Update: Sean invited Rebecca Goulet and Paul Giuliani to the board member table. This conversation will also include agenda item 6b - i. Sean updated board members. Paul informed board members that the People's United Bank has offered to move forward with the Bond Anticipation Note. Rebecca explained that the paperwork will need to be signed once the board members vote to approve them. She explained the terms of the Bond note. Paul explained that expenses are minimized by paying for only what is borrowed. Michael asked about the debt service. Paul and Rebecca explained that it will be approximately \$700 thousand in FY 21, \$2.9 million in FY22 and \$3.7 million FY 23.
Motion made by Alex Yin to move forward with the Bond Anticipation Note as described in option 2 with the People's United Bank and approve the BAN documentation. All in favor.
 - ii. Discussion and Approval: Contract with ReArch (removed)
- b. Policy Title: 2.3 Financial Condition and Activities
 - i. Discussion and Approval: Bond Anticipation Note (BAN) - combined with 6a - i.
 - ii. Checking Accounts for Scholarships and BAN:
Sean explained the memo that describes the scholarships and explained that the school scholarship committee can oversee the scholarships that Dollars for Scholars (DFS) did in the past. The fundraising will need to be discussed and come up with a plan. There will need to be a checking account approved for both the scholarship and one for BAN.
Motion made by Margaret Bass to approve the two checking accounts for Scholarship Committee and Bond Anticipation Note (BAN). All in favor.
Michael informed the board members that there has been a person on the Dollars for Scholars (DFS) for years and he would like to recommend acknowledging this person with a golden apple. All board members agreed.
 - iii. WSD-SBSD Transportation Agreement 2019-20:

Sean detailed the change in the Transportation Agreement and that there would be additional days added. This would mean that 71 days has been increased by 10 days. The increased revenue has made this affordable due to state funding.

Motion made by Matthew MacNeil to authorize Sean to sign the WSD-SBSD Transportation Agreement 2019-20. All in favor.

- iv. Superintendent Monitoring Report: Sean updated the board members of all changes. Motion made by Tori Cleiland to accept the policy number 2.3 Superintendent Monitoring Report. All in favor.

7. Governance Processes (Policy Section IV):

a. Policy Title: 4.2 Board Job Description

- i. Plan Meeting with Legislators: Michael suggested that the board members send some topics to the legislators for discussion. Alex would like to ask them why the needed numbers during budget season are not available and if they can be given to the school sooner.
- ii. Community Engagement: Michael suggested to Margaret and Tori that they speak with Val Gardner before the Board Retreat. Margaret suggested that board members discuss agenda items at the Community meeting that is planned for September 15th. She will get the information to fellow board members.
- iii. District Newsletter Topics: Michael has September. He is thinking student measurement. Margaret has October. Alex suggested diversity for a topic.
- iv. Board Agenda and Backup Format: Michael asked for other board members opinions regarding the new way that the agenda and backup format is being presented. Alex suggested downloading the files. Sean will have the files in PDF format moving forward.

b. Policy Title: 4.2.2 Create Written Governing Policies

- i. 1st Reading, Policy #5110, Student Attendance: Current and VSBA model are pretty much identical. Board members are fine with the policy that is on file.
- ii. 1st Reading, Policy #6160, Educational Support System: VSBA model is quite different than the current school model. The board members decided to stay with the current policy on file.

c. Policy Title: 4.7 Board Member's Code of Conduct

- i. Board Monitoring Report: Alex asked about doing this in the best interest of the ownership. Board members believe that it should be clearer that it is not geared to only homeowners but all community members that have an interest in the school system.

d. Policy Title: 4.8 Governance Investment

- i. Board Monitoring Report: Michael asked if there are any concerns with the governance piece. Alex asked if there is a way to add, "What are the things that board members are doing". Michael will make the change for the board retreat.

8. Next Agenda: None

9. Upcoming Important Dates:

- i. Saturday, September 14th: WSD Board Retreat from 8:00 am-1:00 pm, Delta Hotel located at 1117 Williston Road.
- ii. Wednesday, September 18th: WSD K-12 Early Dismissal at 12:15 pm.

- iii. Wednesday, October 2nd: Walk to School Day, 7:30 am meeting at the Rite Aid parking lot.

10. Executive Session: None

11. Possible Action on Executive Session: N/A

12. Adjourn: Motion made by Tori Cleiland. All in Favor. Board adjourned at 8:41 pm.

Respectfully submitted by:

**Brenda Steady
Board Recorder**