



# WINOOSKI SCHOOLS

*We are the future.*

Winooski School Board of Trustees  
Regular Meeting  
Wednesday, October 11, 2023, 6:30pm  
WSD Library Learning Commons or via Zoom  
Zoom Login: <https://wsdvt.zoom.us/j/87380690607>

Policy Title 1.0 Ends Statement: All students will graduate from the Winooski School District (WSD) college and career ready at a cost supported by a majority of the Winooski community. WSD students will lead healthy, productive and successful lives and engage with their local and global community.

**Attendees: Wilmer Chavarria, Robert Millar, Kamal Dahal, Nicole Mace, Isaiah Donaldson, Steven Berbeco, Sarah Haven, Krista Parisi, Mayor Kristine Lott, Elaine Wang, Aurora Hurd, Bryn Oakleaf, Thomas Renner, Ayush Dhakal, Mea Ree Jan, Allyssa Ravelin**

**1. Call to order for Joint Session with City Council:**

*a. Robert Millar called to order at 6:33pm*

**2. Presentations: (45 minutes)**

a. Board and City Council:

i. Kristin Lott, Mayor. Introduces how city operates and shares strategic vision

1. Organizations : Public safety, Public Works, Community Services, General addition and regional services

2. Council Manager Form of Government: as a group make decisions.

3. Master plan is a road map given from the state to guide the city.-- Updated every 8 years.- Refer to recording for more information on this plan.

4. Isaiah Donaldson raises statements about how the school board helped support the city council on their plan for the new 2024 new year.

b. Superintendent and City Manager:

**WINOOSKI SCHOOL DISTRICT, 60 NORMAND ST., WINOOSKI, VT 05404**  
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- i. Policy Governance- Robert Millar notes that the school has an Ends Statement because we follow policy governance. The WSD Ends Statement is due for review.
- ii. Boards represent the owners (Winooski residents), maintain written policy, advocate for change, negotiate union contracts, propose a budget and ensure voter approval, interview and hire superintendent, etc. Our vision is more than the day to day as that is the superintendent's position.
- iii. Our year– Some things we are doing as a school board.
  - 1. Recommitting to policy governance
  - 2. Lots of turn over, new members
  - 3. Reestablishing union relationship
  - 4. Commitment to Equity and Access through policy oversight
  - 5. Supporting the Superintendent

3. **Collaboration Updates:** (10 minutes)

a. Equity Audit Engagement Event Planning:

- i. Kristin Lott, Mayor- 3 shared recommendations for City and Board
  - 1. Provide Transportation by increasing drivers pay
  - 2. Expand school's liaison program from WSD to the city
  - 3. Strengthening WSD and City Collaboration
- ii. City Manager, Elaine Wang- Feedback she is receiving. "Community is "Welcoming but not Inclusive"
- iii. Developing committees and subcommittees
- iv. Speaking with a contractor or facilitating organization to help hosting events and helping to see what it will look like and what the collaboration will look like.
- v. Wilmer Chavarria states that the process for this has been really really good.
- vi. City Manager, Elaine Wang states that Wilmer has been involved and supportive from the beginning.
- vii. Isaiah Donaldson asks what happens if we go through all of this and it does work out?
- viii. City Manager, Elaine Wang, notes that the City and School are working with a contractor & if the contractor has reservations about planning and if it will work those working with the contractor may choose not to move forward.
- ix. Robert Millar asks about student participation
- x. Manager, Elaine Wang- Equity Summit, recruited students.
- xi. Nicole Mace- A lot of good came from the summit and the students' involvement
- xii. Council Member, Aurora Hurd- .School Policy & City Policy- Items that we already have, can we use those to strengthen. Maybe there are things there that we have committed to?!
  - 1. Manager, Elaine Wang- it is more complicated than that, staying focused on the Equity Audit
  - 2. Wilmer Chavarria - Our district should still be the center. Yes, maybe not through this venue, but they should still be a focus for us.
  - 3. City Council Member, Bryn Oakleaf- Are there goals already?
  - 4. Wilmer Chavarria- Clarity before we do anything.

5. City Council Member, Aurora Hurd- Any table top research from other communities that are “welcoming” that we can take from?
  6. Manager, Elaine Wang- Looking for something organic. There are practices out there but we are trying to keep it organic.
- b. Other Collaboration Updates
- i. Community Engagement:
    1. Often we are given municipal issues, or school issues and how do we get them to the right person, working together.
    2. Nicole Mace asks Kristin Lott to share the list of committees and when they meet.
    3. One area that I am really happy with is the work with the Housing Roundtable and Tenant Workshops- Bringing expertise to a space where they are familiar with and educated.
    4. Nicole Mace, brings up those community meetings and how attending one of them, she was able to suggest the bus program and had 3 drivers volunteer.
    5. Kamal Dahal- Immigrants are often confused on how things work and what roles do. Provide support, resources and education. We often have the assumption that community members are aware of our roles but they feel intimidated. Be aware of the different linguistics of the community.
    6. City Council member, Bryn Oakleaf, Agrees with Kamal Dahal and inquires about civic courses?
    7. Wilmer Chavarria and Isaiah Donaldson- Nothing to our knowledge that is required by the students.
    8. City Council member, Bryn Oakleaf- May be worth looking into?
    9. Manager Elaine Wang- I remember you bringing it up when I first was elected. I would be happy to support it, it is on my wishlist.
    10. City Manager, Elaine Wang- Being sure we are on the same page. Meet the community where they are. I will send emails, and they don’t respond, but text they do.
    11. Ayush & Mea Ree Jan participated in training on the difference between school board and city council, they stated that the ARSC has an action team that is for civil rights that is led by the students. The students requested more involvement from the board.
- c. MOU Discussions
- i. Elaine Wang gives a brief review of the MOU, (detailed information can be found in the recorded board meeting), and notes that it is an operational document.
  - ii. Wilmer notes that the Board may have a few topics related to the MOU that they would like to discuss.
  - iii. Nicole Mace speaks to the housing crisis in Winooski and notes that she would like to see a commitment to collaborating on quality housing. She notes the need for a commitment to family housing needs in the MOU.
  - iv. Thomas Renner, Deputy Mayor is in agreement with including language about quality of homes.

- v. Using the Housing Roundtable as a jumping point. Having discussion with the Wellness coordinator at WSD. It is already happening but need to draft something generic in the MOU– Manager, Elaine Wang
- vi. Manager, Elaine Wang states that the document is due in February, no budget impact. We will draft it and bring it back to the board.

**4. Adjournment of Joint Session**

- a. *Isaih moved to adjourn the joint session*
- b. *Passes Unanimously: 5-0*
- c. *Joint session adjourned @ 7:37pm*

**5. Call to Order of Regular Meeting:**

- a. *Meeting called to order at 7:49 pm by Robert Millar*

**6. Agenda Review and Adjustments: None**

**7. Recognition of Global Diversity Awareness Month:**

- a. Robert recognized Global Diversity Awareness Month and notes that it is still Hispanic Heritage month
- b. Indigenous Peoples day was noted as was World Mental Health Day

**8. Public Comments:**

- a. No public comments.

**9. Consent Agenda: (5 Minutes)**

- a. Minutes of Meetings
  - i. Regular School Board Meeting: September 13, 2023
  - ii. Finance Committee Minutes: October 2, 2023
  - iii. Student Voice Committee Minutes: September 16, 2023
- b. Policy Title: 2.3 Financial Condition and Activities
  - i. Approval of Bills
- c. *Motion to approve consent agenda by Nicole Mace*
- d. *Passed unanimously 5-0*

**10. Executive Limitations (Policy Section II): (30 minutes)**

- a. Policy Title: 2.2 Treatment of Staff
  - i. Discussion/Action: Policy Title 2.2 Monitoring Report
    - 1. Wilmer Chavarria- In the spirit of transparency, we are on our way but not fully compliant yet.
    - 2. Nicole Mace comments that she appreciates Wilmer’s transparency, particularly around naming the impact these items can have on staff.
    - 3. *Motion made by Rober to accept the report*

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#### 4. *Passes unanimously 5-0*

##### b. Policy Title: 2.8 Communication and Support to the Board

###### i. Discussion/Action: Superintendent Report

1. A drill for the new option based drills are required in the spring/fall. A document from AOE noted that schools needed to practice a drill in September. WSD only had 2 weeks to put this together to stay in compliance. With more time, we will practice and be prepared for the “hide” drill. We received excellent feedback to be ready for the next drill and realized we were working with students and there were a lot of emotions from them.
2. Steve Berbecco is excited about the positive response to the PSAT & wonders where the response came from.
3. Wilmer Chavarria doesn't have the information but will get it and bring it to next meeting
4. ***Robert Millar makes a motion to accept the report.***
5. ***Passes Unanimously 5-0***

###### ii. Discussion: SRO Transition Plan

1. Robert Millar- opens it up for discussion
2. Wilmer Chavarria- The only document that wasn't provided was the MOU. That document will need to be updated.
3. Kamal Dahal gives the history of the report and the series of meetings held. He notes that a group of students did not want the SRO but the public was divided ½ and ½ on decision making. A conclusion, explicit on the 3rd page of the report, recommends a shift to a DLO model with school safety codes.
4. Nicole Mace - Checks in to ensure Wilmer has what he needs to put what is on paper into action.
5. Wilmer Chavarria- Not planning to do anything without directive from the board. We are actively transitioning into a DLO. Implications from this change will be incorporated into the upcoming budget.
6. Steve Berbecco - is thankful that this is coming back to the board and inquires about the DLO or School Safety Coach having a side arm.
7. Wilmer Chavarria notes that a Student Safety Officer would not carry a side arm but a DOL may as there are no changes for equipment by the city. So it is implied they will be carrying their normal equipment. We will see how things play out, Wilmer is open to discussion.
8. Steve Berbecco - asks if Wilmer will have a say in the time that the officer will be present on campus?
9. Wilmer notes that he will ultimately have some say. Aside from emergency situations, things can be planned and scheduled.
10. Robert Millar - notes that St. Albans adopted this already and asks if Wilmer has reached out to see how the change is working for them. He notes that their district mentions a “rough transition.”
11. Wilmer has not had direct contact, but we are in a committee and the report is providing much information.

## 11. Governance Processes (Policy Section IV): (30 Minutes)

- a. Policy Title: 4.2.2 Create Written Governing Policies
  - i. Discussion/Action: Policy Second Read and Approval for Adoption
    1. B1 Substitute Professional Staff Employment
      - a. Steve Berbecco- Last meeting, we asked about the substitute teacher graduating from high school
      - b. Wilmer Chavarria- Translation from information he found, a GED can be sufficient for being a substitute.
      - c. Motion to approve Policy B1 for adoption made by Nicole Mace.**
      - d. Passes 5-0 unanimously.**
    2. C5 Firearms
      - a. Wilmer Chavarria states that the law says- encourages provide services for students are expelled
      - b. Motion to approve Policy C5 for adoption made by Isaiah Donalson**
      - c. Passed Unanimously 5-0**
    3. C13 Students Who are Homeless
      - a. Robert Millar - Asks for discussion
      - b. Motion to approve Policy C13 for adoption made by Steven Berbecco**
      - c. Passes Unanimously 5-0**
    4. E1 Parental Involvement (1st read on 11/9/2022)
      - a. Robert Millar discusses Wilmer Chavarria looked deeper into meeting minutes
      - b. Motion to approve Policy E1 for adoption made by Nicole Mace.**
      - c. Passes Unanimously 5-0**
  - ii. Discussion: Policy First Reads
    1. C7 Student Attendance
      - a. Robert Millar asks for discussion
      - b. Kamal Dahal -Language impact to family and students and community members, maybe it won't be understood. We need to make sure members are adequately informed and understood by other community groups.
      - c. Robert Millar asks for broader language.
      - d. Wilmer Chavarria states there will be extra language but the language won't change the policy.
      - e. Nicole Mace asks that the information is explained and translated in a way that is understood.
      - f. Nicole Mace brings up the language of restorative practice. Paraphrased- It can mean different things to all. If we are working to build the community, it could be off putting.
    2. C8 Pupil Privacy Rights
      - a. Kamal Dahal- Language information for marketing purposes, that is confusing. Is there a procedure based on this policy that deals with giving out information for students.
      - b. Anything highlighted (new) isn't passed yet.- Wilmer Chavarria

- c. Anything we receive to use photos is for school use only, not other third parties can use unless it is an organization we have full control over and if it is for education purposes.
    - d. Nicole Mace- This isn't obligating us to start selling pictures. It is for educational purposes only. We have to have that in there for statue purposes.
  - 3. B3 Alcohol & Drug Free Workplace
    - a. The Board discussed the definition of workplace & if the Board should be included in this Policy. Adding language such as "included but not limited to" into this policy is recommended.
    - b. Steve asks for a recess @ 8:40pm**
    - c. Robert Millar - Grants 5 minute recess.**
    - d. Meeting called to order again at 8:49pm**
- b. Policy Title: 4.4 Board Linkage with Ownership
  - i. Announcement: End of Student Voice Committee and Beginning of Policy Work
- c. Policy Title: 4.5 Agenda Planning
  - i. Action: Change of Starting Time of Regularly Scheduled Meetings
    - 1. Motion made by Nicole Mace to change the school board meeting start time to 6pm**
    - 2. Motion passes 4-1**
  - ii. Discussion/Action: Selection of Meeting Dates For Budget
    - 1. The Board discusses the proposed Budget Meeting schedules and determines a need for additional meetings. They also noted that the regular school board meeting set for 12/13 falls in the middle of Hanukkah and discusses the potential for moving the meeting or having it at a later time on that day.
    - 2. The Board decides to add additional Budget meetings to the schedule. The Budget Time Table will be updated and shared with the board as well as added to the WSD website. Meetings will not take place on Nov 29, Dec, 6, 13, 20 and January 3rd.

**12. Community Engagement (Policy 4.2.1): (5 Minutes)**

- a. Discussion: Recent Community Activities by Board
  - i. Robert Millar - Does anyone have any community activities?
    - 1. Steve Berbecco- Walk Bike and Roll committee- Moving forward about  $\frac{3}{4}$  of the way through the process. Will deliver to the city council for funding. This event is centered around students and their safety. The committee is working to ensure crosswalks are striped & make sure the plans include where school bus stops are so changes don't make school bus stops less safe.
    - 2. Kamal Dahal- Attended the Nepali Festival community event held at WSD. Wilmer was in attendance as well and gave a short speech to introduce himself to the community.

3. Isaiah Donaldson- ARSC involvement. He notes that they have had 2 official meetings and he has also joined the planning committee. Wilmer Chavarria, has been present at both meetings. First meeting was chaotic- Isaiah Donaldson took it upon himself to bring food to help relieve hunger and promote more participation. Next meeting, action plans will be set.
- b. Discussion: Newsletter Topics and Due Dates
  - i. Isaiah Donaldson, you have this month to delivery to the newsletter
  - ii. Give newsletter information regarding retreat- Nicole Mace
- c. Discussion/Action: Select Date for Meeting with Legislators (update annual plan)
  - i. The Board will offer several dates in December as well as one date in January. They will not offer 12/13.

**13. Next Agenda: (5 Minutes)**

- a. Budget Context Presentation
- b. Quarterly Financial Management Report
- c. Student Voice

**14. Upcoming Important Dates:**

- a. Board Retreat - October 14th at 8:30 AM
- b. Early Dismissal k-12/No Pre-k - October 19th & 20th at 11:00 AM
- c. MSHS Parent Teacher Conferences - October 19th & 20th
- d. Veggie VanGo - October 20th
- e. No School Prek-12 - October 24th (Dussehra)
- f. Veggie VanGo - November 3rd
- g. Regular School Board Meeting - November 8th at 6:30 PM

**15. Executive Session: (30 minutes)**

- a. Premature General Public Knowledge: Labor Relations 1 V.S.A. § 313(a)(1)(B).
- b. *Motion made by Isaiah Donaldson to enter executive session and invite Sarah Haven and Wilmer Chavarria. Friendly amendment is made by Nicole Mace to state that the Board is entering into Executive Sessions due to premature general public knowledge the will place the board at a substantial disadvantage.*
- c. *Passes Unanimously 5-0*

**16. Possible Action from Executive Session:**

- a. Negotiations with the Winooski Education Association 16 V.S.A. §§ 1981 - 2028

**17. Adjourn: 9:37pm**

- a. *Motion made by Nicole Mace to adjourn the Board meeting*
- b. *Motion Passes 4-0*