

Winooski School District
Office of the Superintendent
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The mission of the Winooski School District is to awaken in its diverse student body, a thirst for knowledge, a passion for learning, and a desire to become responsible members of the world community. We offer a safe, supportive, educational environment. Our team of professionals recognizes individual strengths and needs and fosters academic excellence and personal growth. Working together in partnership with families, and the community, we strive to instill shared core values –respect, responsibility, empathy—and a commitment to help every student reach his or her potential.

Superintendent’s Board Report

I. Opening

In my first three days as your new superintendent I was overwhelmed by all of the folks who came by to welcome me to Winooski. In particular, Sandy Metivier, Diane Scichitano and Rebecca Goulet have been incredibly helpful in acclimating me to the organization. Also, Bryan Thompson has quickly linked me technologically to everything I need. In those first days I managed to unpack a few boxes but have not fully decorated my office as of yet. I am hoping my wife and daughters will assist with this task in the near future.

Last week Rebecca and Maintenance Supervisor Kevin O’Neil gave me a thorough tour of the facility. As you will read further down in the report there has been a lot of work on the facility front in the past few months and projects will continue through the remainder of the summer.

I met Anne Linton, editor of “District News!” who does a fabulous job putting together a high-quality and useful newsletter for our town. Also, I wrote my first entry in the district newsletter with a focus on relationships. As I emphasized during the interview process I believe that my first and foremost task is to introduce myself to the community and begin to build trusting and caring relationships. Sandy has already begun to schedule appointments for me with local town and business officials so I can accomplish this both in and out of the school in the upcoming year. I will keep the board abreast of my progress in this area.

One of my first points of business has been to review the Winooski School District School Organization-Chain of Command. I will be discussing the current

document with the administrative leadership team and producing an updated organizational chart for our September board meeting.

Board Chair, Mike Decarreau and I met for our first agenda planning meeting last week and developed the agenda for this July 10th meeting. You may notice that I have added the mission statement to the top because I feel strongly that our mission in conjunction with our policies should always guide our discussion and decision-making.

Currently, I am enrolled in the *Vermont School Superintendent's Summer Institute* at St. Michael's College July 8-11. Highly respected Vermont educator and school leader, Dr. Brian O'Regan, leads this program. The program goals are:

- Broad
 - Professional Growth: Leadership/Management
 - Provide Practical Support
 - Increase Personal and Professional Confidence
 - Strengthen skill set as student-centered, visionary leader

- More Specific
 - Further familiarize with issues and topics of local concern
 - Increase professional network
 - Ensure awareness of tools and resources available for focus work and challenges
 - Assist in developing an informed entry plan – meaningful to you and your school system

Lastly, as you will see below I have taken the contributions from Mary O'Rourke, Leon Wheeler, Robin Hood and Rebecca Goulet and combined them into a single report to the board. Their contributions have been categorized under our four PreK-12 goals with the addition of finance and facilities sections. I would appreciate your feedback on this format as we move forward.

II. **Goal #1: Increase student learning and growth**

- Forty-three students completed their program of studies and graduated with the Class of 2013 on June 14th. Three additional students completed their studies after our graduation and have now received their diploma.
- There was tremendous staff participation, with great enthusiasm, at professional development trainings the two weeks following the end of school. The week of June 17-21, sixteen teachers participated in the Summer Development Institute supported by our Partnership for Change, and nine math teachers participated in Math Best Practices. The week of June 24-28, eighteen teachers participated in a special Winooski Middle

School Institute, and two others were at Vermont Math Institute training. The excitement and positive energy evident among our staff was impressive.

- Fifteen JFK Elementary ELL students participated in the one-week summer school for newcomers with Nancy Devost and Kristin VanFossen, ELL teachers. Students worked on math and reading skills, and practiced new vocabulary on community field trips. Many of our liaisons also helped out with this program. This program is funded by a Title III grant.
- Twenty-eight middle/high school ELL students are participating in the Summer Transitions Program from July 1st to August 9th with Bill Clark, ELL teacher and Tom Payeur, Math teacher. Students are assessed in English and Math, and provided instruction in those subjects. Liaisons and instructional assistants also providing support to this program. Three seniors who are attending are also completing some preliminary work on their senior projects. This program is funded by a Title III grant.
- We received results from the 2013 WIDA ACCESS for ELLs English Language Proficiency Test. 207 students were tested. 7 percent or 15 students met the exit criteria with an overall score of at least 5 on a 6-point scale and a minimum of a 4 in both the reading and writing domains.
- Our summer school program, Brain Camp, began July 8th. Ninety-four students are attending the program. We have 15 teachers and 4 instructional assistants staffing this summer opportunity for our students.

III. Goal #2: Increase student engagement through best instructional practices

- Jane Mekkelsen and Linda Mosteiro-Marshall are working the next two weeks at the JFK Brain Camp to provide professional development to teachers around connecting teaching and learning to English Language Learners and Common Core shifts in English Language Arts and Math. This work is funded by a Title III grant.
- Fourteen students from preschool to high school are participating in Special Education Extended School Year Services from July 9th to August 16th. Students are receiving speech services and tutoring in math and/or reading in order to maintain skills they have learned throughout the school year.
- Thirteen teachers, Robin Hood and Mary O'Rourke attended a Social Thinking conference after school was out from June 21st-23rd. It was a packed three days. Teachers walked away with increased knowledge, strategies and tools to use in the upcoming year. Every grade level had a

representative and they will be sharing the new ideas with their teams in August.

IV. Goal #3: Increase parent/community engagement

- We had a very successful “*Welcome to Kindergarten*” dinner on June 13th. The JFK PACTS group planned the evening. Incoming students and parents had the opportunity to meet one another, took a tour of the building, received important information about what to expect in kindergarten and the students met their teachers. It was a very nice way to welcome these new students and their families to JFK.
- There is a tentative community engagement event on July 16th with the Somali Bantu community and our middle/high school summer ELL staff for some food, dance and conversation. We are also planning a gathering with our Nepali community and are hoping to involve some of the JFK summer school teachers!

V. Goal #4: Collaboration and communication

- The PACTS group is planning a welcome back barbecue to be held on August 21st. This will be for the entire district. This event is in the very early planning stages.

VI. Finance

- While FY 13 has ended, we still have a few outstanding items to clean up to close out the books. In the next few weeks, we will book the final payroll, pay the remaining outstanding invoices and book the final special education expenses and revenues. We will get the final Special Education reimbursement rate sometime mid-August. Early estimates show us with a positive fund balance of about 1% or \$104,000.

VII. Facilities

The following projects have been completed between April and June 30, 2013

- Upgrade cooling in IT Server Room
- Install cooling system in copy center
- Exhaust Fan Survey has been completed
- Kitchen Make Up Air Controls repaired/installed
- New dishwasher installed
- New water softener installed for kitchen
- New hot water tank purchased for kitchen (to be installed in August)
- New Hot Water Tank in High School Boiler room (*boiler will no longer need to run in the warmer months to provide hot water*)
- Replaced 2 taco pumps in the high school Boiler room
- Replaced worn pipe and fittings in high school Boiler room
- Middle school unit vents installed
- Additional “JACE” installed to serve new unit vents (controls)

- New boiler alarm installed in high school boiler room
- Controls upgraded for security system
- New doors install at rear of JFK
- 5 JFK classrooms painted
- iLab has been painted and new furniture delivered
- Several office spaces have been painted
- Exterior building lighting been changed out
- Interior emergency lighting replaced
- Replaced 2 electrical panels in JFK
- Parking Lot Prep has started
- New benches and signs purchased for lobby

VIII. Action Items

- The Winooski administration recommends that the board approve all of the following action items:
 - Regular Board Meeting Minutes
 - 2012 Audit
 - Option 2 or 3 for Board Retreat date
 - Transportation contract (consent)
 - Food Service contract (consent)

Respectfully Submitted,

Sean McMannon
Winooski Superintendent of Schools