

Winooski School District
Office of the Superintendent
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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.

Superintendent's Board Report

Action Items: The Winooski administration recommends that the board approve all of the following action items:

A. **Consent Agenda**

- a. Minutes of Meetings: December 9, 2015 and December 21, 2015
- b. Policy Title: 2.3 Financial Condition and Activities
 - i. Approval of Bills
 - ii. Quarterly Financial Management Report
 - iii. Accept FY15 Auditor's Report
- c. Policy Title: 2.7 Compensation and Benefits
 - i. Approve Contract Recommendation: Long-Term Sub, Elementary Guidance Counselor-Joseph McLaughlin
- d. Policy Title 2.8: Communication and Support to the Board
 - i. Superintendent Report
 1. Approval of Announced Tuition for 2016-17
 2. Approval of WHS School Choice Capacities for 2016-17

Discussion & Action Items: Please read the attached backup materials and links to be prepared for the following board discussions:

- Executive Limitations (Policy Section II)
 - Review 2016-17 Budget Warnings with new language
- Governance Processes (Policy Section IV)
 - Review Board Monitoring Report-Policy Title 4.1: Governing Style

Curriculum, Instruction & Assessment:

- **FY 2015 Audit:** Financial Highlights
 - No identified material weaknesses or significant deficiencies in internal controls.
 - The School District's net position decreased by \$118,541 as a result of this year's operations, compared to a decrease of \$248,080 in the prior year.
 - The cost of all of the School District's programs was \$16,942,070 this year compared to \$15,990,096 in the prior year.
 - The General Fund reported excess expenditures over revenues this year of \$72,816 which was \$130,092 better than the budget.
 - The fund balance for the General Fund was \$210,892 as of June 30, 2015. Of this amount
 - \$100,000 is assigned for FY 16 expenditures and \$110,892 is available for future budgets.
 - The Grants Fund ended the year with a fund balance of \$528,663. This amount represents restricted funds of \$505,260 and assigned funds of \$23,403.

- The Food Service Fund ended the year with a fund balance of \$23,936.
- The Capital Projects Fund ended the year with a fund balance of \$585,338. This amount is committed for future capital projects.
- Prior Year recommendations
 - Summer payroll: The summer payrolls were recorded in the correct period.
 - Reconciliations of interfund receivables and payables: During the course of our audit, we noticed that the interfund receivables and payables were still not reconciled monthly. Monthly procedures should be developed to make sure this reconciliation is added to the monthly processes. This is currently improving.
- School Choice Capacities for 2016-2017:
 - Based on [Act 129](#) (Public School Choice in Grades 9-12 & Other Laws):
 - The WSD administration recommends the board set the number of students who can exercise school choice and attend other VT public high schools at 25.
 - Current-2015-16: 16 students out
 - The WSD administration recommends the board set the number of students we can receive at 15 based on our demographics and student needs.
 - Current-2015-16: 7 students in
- Announced Tuition for 2015-2016: Announced tuition is an estimate of allowable tuition reported by districts receiving tuition students. Allowable tuition plus 5.24% based on the proposed 2016-17 budget that would meet the legislatively required allowable growth spending cap. The WSD administration recommends the board approve the following Announced Tuition amounts for 2016-17:
 - Kindergarten: \$13,116
 - Grades 1-6: \$13,116
 - Grades 7-12: \$17,048
- Act 46 Resources:
 - [The public testimony and supporting documents can be found by clicking here.](#)
 - [Overview of Governance Changes in Act 46](#)
 - [Act 46 Fact Sheet](#)
 - [Act 46 Timeline](#)
 - [All 64 pages of Act 46](#)
- Legislative Update
 - [January 2016](#)
- Partnership for Change update
 - WSD is the recipient of a small communications grant from the Nellie Mae Education Foundation in the amount of \$31,720 to aid in the outreach and communications of the student-centered learning changes happening in the school. Over the next 8 months, the school would like to employ a variety of communication tactics to help the families and business community learn about and understand the changes. Starting with the printing and mailing of a foundational evergreen document, followed by engaging in one on one conversation with parents during parent/teacher conferences, Winooski began putting the plan into action this fall. Now that the word is out, it is time to step up the communications around the GXs to help families and the community better understand what they are and how they are becoming the fabric of our school.

The grant is to support three main activities. First, the creation of a documentary style video about the efforts to remodel the educational system in Winooski which will help our school share the story of change happening in Winooski and educate the community while garnering support. This will also result

in a visual way to engage with and explain all of the SCL changes happening in Winooski. Filming will begin during the January Expo this week.

Second, an engaging family night focused on learning about the GXs. The desired outcomes of this event would be that all families in attendance have a better understanding of what a Graduate Expectation is and can name a few of the 6 Winooski GXs. We also hope that students will feel more ownership over the GXs and the changes happening in Winooski through their planning, participation and connection with the family night.

Last, to host a summit with local business community members in order to educate them on Proficiency-Based Graduation Requirements (PBGRs), Winooski Graduate Expectations (GXs) and the WSD student population. We will then ask local business community members to support WSD students in their pursuit of their interests and aspirations via business-supported learning opportunities such as job-shadowing, internships, apprenticeships, interviews and mentoring.

WSD Goals

Goal #1: College & Career Readiness

- During the 2015-16 school year, the district is participating in a special education compliance monitoring review through the Vermont Agency of Education (AOE). The district is responsible for submitting documentation of compliance in November, February and April. The compliance monitoring focuses on the following Annual Performance Report indicators:
 - Indicator 11: Initial special education evaluation timelines
 - Indicator 12: Transition of preschool children from Part C to Part B services by age 3
 - Indicator 13: Postsecondary transition plans
- The Pre-K classrooms will benefit from a Flynn Arts partnership grant that was recently awarded through funding from the Vermont Arts Council and Flynn Theatre. This will support a professional storyteller, Susannah Olson, to visit each of the four JFK Pre-K classrooms once a week from January to May.
- There will be a parent workshops series for preschool and kindergarten parents titled “Building Blocks for Literacy”. This series of workshops for parents, taught by Brenda Buzzell from the Stern Center, provides information and play-based strategies to help prepare children for reading success when they enter kindergarten. The first workshop, *Shared Book Reading and Emphasis on Vocabulary*, will be held on January 13 in the Early Learning Center. This is offered at no charge and is grant supported through the generosity of TD Bank, Macy’s, and the Cynthia Hoehl Institute for Excellence.
- Our 5th grade has begun going to STARBASE this month. STARBASE is designed to engage students in STEM based activities (science, technology, engineering and math) that raises their interest in STEM based knowledge. It is an exciting hands-on curriculum that is engaging and promotes team building.
- The high school math team is using VSAC Gear-Up funds to have John Tapper provide training and coaching in real world applications of math for five days. His first two days were December 4 & 7.
- During the Early Dismissal on January 6, middle and high staff looked together at student work related to the GXs from the first semester. Each teacher had brought to the training the work of a student whose performance was not meeting the standard, or was proficient in one dimension of a GX and not the other dimensions. The staff looked for patterns and themes, take-aways from each other’s insights, and questions that were raised.
- A Youth Leadership team was convened on January 5. Thirty-two students representing grades 6-12 joined for the first time with the charge of increasing student voice and leadership in all aspects of our

school life. Matt Webb is organizing and facilitating the team that will meet weekly through the remainder of the school year.

- January 13 and 14, each middle and high school student will share two GX-focused presentations from their learning during the first semester. Referred to as the January Expo, or JanPo, this is a time of celebration and demonstration of learning, and an vital new tradition which helps us to ensure that our students are ready for the college or career when they graduate.

Goal #2: Healthy, Productive & Successful Lives

- The Vermont Community Foundation's Innovations and Collaborations program awarded continued grant funding of \$10,000 for our Mindful City work in the upcoming year!
- The Centers for Disease Control and Prevention, in partnership with the Vermont Department of Health awarded \$2,700 to the Winooski Middle School for Spartans-In-Motion (SIM) and \$1,700 to JFK Elementary School for classroom activity breaks and the recess program. The highest scoring applications drew a clear line to their school wellness policy and indicated that the equipment would be used as part of a sustainable, quality program. As stated in the application, priority was given to schools with highest rates of students eligible for free lunch (FRL).
- On October 26, 2015, a representative from the Vermont Agency of Education (AOE) conducted an onsite monitoring of the district's McKinney-Vento Homeless Education program. The visit included an in- depth interview with Robin Hood, WSD Homeless Liaison, and School Social Workers who are partially funded by the homeless grant. There was also a review of the program's procedures and documentation. The district was found to be in great shape, and no corrective actions are required.
- Upon return from vacation, all the students at JFK began having breakfast in the classroom as part of the Breakfast After the Bell Challenge. Students order the day before, and breakfast is delivered to each room by the Abbey staff by 7:50 each morning. Changing breakfast to the classroom gives all students equal access to a healthy, nutritious meal to start their day right.
- On Dec 5 Thong Nguyen (Key) and Hilary Rivers traveled to Hartford VT so that he could audition for the All New England Music Festival. This festival is open to ALL high school students in ALL of the New England states. There are HUNDREDS of kids who audition. Key passed his audition with a score of 131/140 and has been accepted into the festival. Hilary and Key will travel to New Hampshire for 3 days in March where he will have full days of rehearsals culminating with a concert at the end of the weekend.

Goal #3: Local & Global Community Engagement

- The JFK Winter Concert was Thursday December 17th. The auditorium was full with family, friends, and community members. This year's theme was "Hopes and Dreams", and linked to our graduation expectation of Physical, Social, and Emotional Well Being. The performance was wonderful with amazing support from the teachers and staff to create such a great performance.
- The middle/high school was recently awarded a \$30,000 communications grant from the NMEF. The funds will enable us to hold a GX Family Night this Spring, to host a business roundtable luncheon, and to work with communication specialist Imaj and produce a video that captures our transformation. We're thrilled to have the financial and professional resources to increase engagement and communication with families and our neighbors. The first step will be meeting with the Imaj on January 8 to introduce them to the school and make preparations for filming during the JanPo event.

Finance/Operations

- At the end of December, our fund balance for FY16 is favorably forecasted at \$52K or less than .5% of the voter-approved budget. Please refer to the memo included in the packet for more details.

- In December, our FY15 audit was reviewed by Sean McMannon-WSD Supt., James Ticehurst-WSD Treasurer, Rebecca Goulet-WSD Finance Mgr., and Sheila Valley-Auditor. Our overall fund balance is \$210,892 at the end of June 30, 2015. \$100,000 of this balance has already been assigned to the FY 16 school year. This leaves a balance of \$ 110,892. It has been suggested by the auditor that these funds be left in the current fund balance account.
- On January 14, 2015, the AOE child nutrition team will be on campus to conduct a Food Service Review.
- Please welcome Tim Looney to the facility team. Tim has been hired as the Custodial Supervisor and