

November 5, 2014

Winooski School District  
Office of the Superintendent  
60 Normand Street  
Winooski, Vermont 05404  
(802) 383-6000  
[www.wdschools.org](http://www.wdschools.org)

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:

- Consent Agenda
  - Minutes of Meetings: October 8, 2014
  - Policy Title: 2.3 Financial Condition and Activities: please see backup documents attached for all of these items
    - Action: Approval of Bills
  - Policy Title 2.8 Communication and Support to the Board
    - Superintendent Report to Board
  - Policy Title 4.2.2 Board Job Description
    - Adopt Policy #1340, Tobacco Prohibition
    - Adopt Policy ##4311, Privacy of Health Related Information (HIPAA)

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

- Policy Title: 2.8 Communication and Support to the Board
  - Discussion: Superintendent Monitoring Report
    - Review draft monitoring report for discussion
- Policy Title: 3.2 Accountability of the Superintendent
  - Discussion: Board Monitoring Report
    - [Review Policy Title: 3.2 Accountability of the Superintendent](#) for discussion
- Policy Title: 4.2.4 Board Job Description
  - Report & Discussion: VSBA Regional Meeting
- Policy Title 4.2.1 Community Engagement
  - Discussion: Recent community activities by board members

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- Introductory Meetings:
    - Jim Reed, Head of Monkey Business-Rich Frog Industries
    - Jerry Ford, CEO-Marathon Health
    - Sara Munro, Dir. of Communications & Strategy-Vermont Design Work

- Curriculum, Instruction & Assessment:
  - UVM Outstanding Teachers of the Year from WSD
    - Randy Argraves-WMHS Music
    - Katherine Blair-JFK Special Educator
  - VT State Board of Education meeting hosted: On Tuesday, October 21st WSD hosted the VT State Board of Education's monthly board meeting. I shared this presentation on our [Winooski Vision](#) and iLab teacher Matt Webb, and students Zahra Mohamed, Jason Truong, Moe Maalim, and Ledania Taylor led Secretary Holcombe and several board members on a tour of our school. Also, kudos to the Abbey Group for providing a delicious and nutritious lunch!
  - JFK Elementary Principal Search posting & process: The linked document shows the posting, process and interview team for the search to replace our beloved Mary O'Rourke. As you will see there will be public forums for finalists in February and I will recommend a new principal to the board at the April board meeting.
  - Rowland Conference: Two teams of Winooski educators, students and board member Julian Portilla attended this conference on September 30th at UVM. The linked document provides Angela Duckworth's keynote address on the concept of "grit" which she defines as "perseverance and passion for long-term goals."
  - VSA/VSBA Fall Conference: Congratulations to the board for earning "**THE VSBA AWARD FOR EXCEPTIONAL SCHOOL BOARD LEADERSHIP**"!! A copy of the press release is included in the board agenda packet.
    - Pages 5-11 of the linked document provide the agenda and workshop descriptions. Board members Mike Decarreau and Jay Lambert will provide a report and discussion points from the conference during this month's board meeting.
  - Legislative update: Important information about health care, VSBA Regional meetings and education funding in the linked documents below. All of these pieces will inform the discussion about the VSA/VSBA Fall Conference during this month's meeting.
    - <http://www.vtvsba.org/HealthcareSummary.pdf>
    - [Times-Argus article on Teacher Healthcare](#)
    - [Secretary Holcombe's VSBA Regional Meeting presentation](#)
    - [VPR Report: Task Force on Education Delivery, Taxation and Funding in VT](#)
  - Kindergarten Entry
    - Currently WSD allows students to enter kindergarten if they turn 5 by December 31st. The majority of Vermont school districts use September 1 as the cutoff date. Looking into the history, WSD chose the later date so we could get students into the school system early. Since we have already expanded PreK opportunities and Act 166 will allow for Universal PreK next school year we will no longer need to delay the cutoff date in order to serve more children. Therefore, beginning this spring when kindergarten screening is conducted we will use the generally accepted September 1st cutoff date for kindergarten entry.

o Policy work

- Policy Title 2.7.3 Compensation and Benefits: With respect to employment, compensation, and benefits to non-unionized employees, consultants, contract workers, the superintendent shall not cause or allow jeopardy to financial integrity or to public image. Further, without limiting the scope of the foregoing by this enumeration, the superintendent shall not establish or change compensation and benefits that deviate materially from the geographical or professional market for the skills employed.
  - In May 2014 I reported non-compliance on this item due to the fact that WSD had not collected comparative data with respect to non-unionized employees, consultants, and contract workers. We have collected this comparative data and are now in compliance. By accepting this item in the consent agenda you are approving an updated monitoring report for 2.8 that will reflect compliance in all items.
- No policies are up for review this month. We will be taking a break from the Policy Review Cycle until February.

o WSD Enrollment

School	Total Students
Pre-K	85
JFK Elementary	354
JFK Middle	155
Winooski High	222
Winooski School District	816

- WEEKLY-Choice Theory <http://flip.it/wsgYK>
- WSD WEEKLY-Wellness <http://flip.it/drY3P>
- WSD WEEKLY-ELL <http://flip.it/N8ack>
- WSD WEEKLY-PROJECT-BASED LEARNING <http://flip.it/yDKMa>
- WSD WEEKLY-Student Centered Learning <http://flip.it/Dmtlp>
- WSD WEEKLY-Mindfulness <http://flip.it/sBxcj>
- WSD WEEKLY:Great Teaching! <http://flip.it/ZYNBB>

- Partnership for Change (P4C) update:
  - **NMEF Re-application Process:**
    - The month of October has been spent drafting the reapplication for another three years of funding from Nellie Mae Education Foundation (NMEF). We should know the status of our reapplication by late November/early December.

## **WSD Goals**

### **Goal #1: College & Career Readiness**

- 300 parents, students and staff attended the 1st Annual WMHS STEM Family Fun Night on October 22. The extensive planning and preparation done by the science team led to the evening being an inspiration, and great success.
- Courtney Poquette's business students took a walking field trip to our nearby neighbor and successful business, Twincraft Skincare to celebrate Manufacturing Day. Students had the opportunity to tour the facility, learn about the manufacturing industry, and received soap samples.
- As an important building block toward personalized learning, middle school students have been learning about goal setting. Using the SMART goal process, students reflect on their learning regularly in regards to these goals.
- Global Science field trips: Dave McNally's Global Science students have been engaged in several authentic learning activities this month, including visiting Lake Champlain to explore and understand the algae bloom problem, and joined the Chittenden County Forester in a walking field trip to better understand the life of trees.
- Financial Literacy students took a walking trip to Merchants Bank to learn about the banking business, and importance of managing personal finances.
- Dave White, our science consultant, met with two teachers at JFK this week. The goal was to map out the remainder of the year in the areas of curriculum and lesson study. Dave is also going to work with teams on how to incorporate science in their Project Based Learning (PBL) units.
- On October 20th a team of representatives from JFK and WMHS attended a Smarter Balanced Assessment Consortium (SBAC) readiness session sponsored by the VT AOE. These representatives will take what they have learned and share it with the faculty at all three schools to help prepare students for the SBAC standardized testing this spring.

### **Goal #2: Healthy, Productive & Successful Lives**

- WSD has received a mindfulness grant. This grant encompasses the entire city of Winooski and is termed "Mindful City". The goal is to not only support the school but to reach out into the community. Our first organizational meeting was held in late October. This was a brainstorming session about how to reach out to business, community members and the police department.
- The JFK Stars had their first celebration in mid-October. We achieved the goal of 20,000 stars. The celebration was small but very exciting. Each grade level selected a color and then the students wore that color for the day from head to toe! The teachers challenged the students in the dress. Teachers wore stripes! It was a very exciting day.
- Jessica Pashko, an intern from UVM, in collaboration with Wellness Coordinator Jaycie Puttlitz, has been presenting lessons on nutrition to each of the middle school TAs.

Jessica initially connected with the school as an extension of the Spartan In Motions (SIM) commitment to wellness.

- Congratulation to Winooski's Burlington Free Press Academic All Stars for October, Amanda Nattress and Uyen Bui!
- PE teacher Sue Messier is being recognized as the Vermont Association for Health, Physical Education, Recreation and Dance Teacher of the Year for 2014-15. Sue was nominated by middle school colleagues for her invaluable contributions to the growth of the Spartans in Motion (SIM) program, and will receive her award Friday, November 14th at a ceremony in Killington. Congratulations to Sue for this well deserved recognition!
- Speaking of SIM, the middle school Spartan Games were held on October 27, which was a perfect fall day! Students were enthusiastic and highly engaged as they competed with peers from other TAs in a series of physical competitions culminating in the tug-of-war.
- The afterschool programs were highlighted toward the conclusion of session one. Barb Russ reached out to various members of the community and other afterschool agencies and held an open house. Visitors watched rocket launching, saw some zentangle drawings and participated in "Snack Attack". It was a well-attended event.
- During the WMHS early release day in October, Emily Pichler, a UVM PHD student working with Connecting Cultures, presented her research on the "Emotional and Behavioral Experiences of New American Students at Winooski High School." Her research showed that "this group of students displays a high level of resilience, perhaps aided by their own emotional regulation abilities, mindfulness and exercise habits, and a good degree of social support from peers. It is also evident that teachers are both concerned with student success and well-being, and aware of student struggles." She recommended that WSD continue their work with mindfulness and encourage students to practice emotional regulation and participate in sports and other exercise activities.
- School Social Work Report: We received the School Services Annual Outcome Report prepared by Jessica Cohn, and MSW and Raymond Drexel, MSW that revealed some very positive results. The collaboration between the Howard Center and the Winooski School District continues to be positive and beneficial. These social workers continue to be impressed by the commitment school staff and administrators display while working with students of varying mental health, social, and behavioral needs. This commitment is most noticeable in their effort to retain students by providing individualized supports, ongoing education for staff and effective early identification and treatment of students with increased needs.
- WSD Wellness Coordinator Jaycie Puttlitz has organized after school yoga and Zumba! classes for staff which have been well attended.

### **Goal #3: Local & Global Community Engagement**

- 40 eager and enthusiastic Winooski high school students joined Courtney Poquette, Karen Greene, Emmy Charron and Leon Wheeler at the Winooski Senior Center for Make a Difference Day. Students "Stuffed the Truck" with food donations that they then brought to the community food shelf. They also joined the pumpkin carving activities in the center. It was an impressive demonstration of service and a lot of fun!

- As part of their study of Harassment and the Abuse of Power, a theme chosen by the students early in the school year, Team Nexus took a field trip to local business Champlain Chocolates to learn about their commitment to fair trade labor practices.
- On October 8th, we participated in National Walk to School Day, which is sponsored by the Safe Routes to school. Many students arrived bright and early at Rite-Aid and walked up to school with teachers, parents and members of the community. Thanks to the hard work of Wellness Coordinator Jaycie Puttlitz we are now a member of Safe Routes to school.
- Kindergarten teacher Courtney Bryan's after-school yoga program was highlighted on the WCAX news. Students in the program are kindergarten, first and second graders.
- This week marks the 6th week of the new Parents as Educational Partners (PEP) class. There has been a steady group of 15 parents attending the classes each week. The teachers have been familiarizing parents with the school, staff and teaching them about school procedures like absenteeism and tardiness and how to call in when your child is sick.
- The Abbey Group is working on exposing students to different foods. Last week, they had their first taste testing. They served chevon (goat) meatballs. You could have them plain or in curry. They were quite tasty.
- High School Spirit Week, planned by our student council, was held the week of October 27, and culminating on the 31st with a specially decorated hallway and many fun costumes throughout the middle and high school.

### **Finance/Operations:**

- As of October 31, 2014, 88% of the FY15 budget has been expensed/encumbered. Forecasting additional expenses, as well as adjustments to the revenues, the estimated fund balance for FY15, would be \$108,216.
- The estimated balance of the Reserve Fund is currently, \$511,953. This estimate includes several open encumbrances for the finishing touches of a few summer projects.
- Fothergill, Segale and Valley have completed the fieldwork for the FY14 audit. A meeting will be held late November/Early December to review the draft report. The audit will then be presented to the board, most likely at the January board meeting.
- The leadership team has been gathering and inputting information for the FY16 budget. The next few weeks will be used to combine the information and further discuss, before presenting the proposed budget to the board in December.
- The Community Eligibility Program (CEP) has gotten off to a great start:
  - The total number of meals served between Sept. 1 - Oct. 31, 2013 and Sept. 1 – Oct. 31, 2014 has increased by 100 per day. 919 daily meals vs. 818 during the same period last year.
  - Total meals, even with one more day of serving last year:
    - 2013 Breakfast = 13,014
    - 2014 Breakfast = 15,325
    - 2013 Lunch = 21,374
    - 2014 Lunch = 24,230

- In Mid-October, we were notified that the district would have to collect the data used to determine Free/Reduced Lunch Eligibility for the census. It has been a real team effort and we continue to gather the information.
- The next taste will be on Friday November 14, where students and staff will have the opportunity to sample falafel and humus.
- There will be a Thanksgiving Dinner served on Thursday November 20, 2014.
- The Public Safety Team continues to meet monthly. Several members of the team will attend the Governor's Statewide School Safety Conference on November 19th.