

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:

- Consent Agenda
 - Minutes of Meetings: September 10, 2014
 - Policy Title: 2.3 Financial Condition and Activities: please backup documents attached for all of these items
 - Action: Approval of Bills
 - Quarterly Financial Management Report
 - Accept Superintendent Monitoring Report 2.3
 - Policy Title 2.8 Communication and Support to the Board
 - Superintendent Report
 - Policy Title 4.2.2 Board Job Description
 - Adopt Policy #4116-Harassment of Employees
 - Please see the backup document attached for this policy. As was discussed at the September board meeting this policy was updated to blend the current policy with the VSBA model.
 - Adopt Policy #4310-Alcohol and Drug-Free Workplace
 - Please see the backup document attached for this policy. As was discussed at the September board meeting this policy was updated to blend the current policy with the VSBA model.

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

- Policy Title: 3.4 Monitoring Superintendent Performance
 - Discussion: Superintendent Performance Survey: please see survey draft in backup
 - Feedback on survey
 - Date of administration? Who administers?

- Policy Title: 4.1.4 Governing Style: Board Development: please see proposed topics for board development in backup
 - Discussion: Prioritize Board Development Work
 - Policy Title: 4.2.2 Create Written Governing Policies:
 - Discussion – 1st Reading, Policy #1340, Tobacco Prohibition
 - Discussion – 1st Reading, Policy #4311, Privacy of Health Related Information (HIPAA)
 - Policy Title: 4.2.4 Board Job Description
 - Action: Approve City/School MOU
 - Action: Board membership on Partnership 4 Change Steering Committee
 - 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:
 - Darcy Allard, Regional Banking Manager-Merchants Bank
 - Michelle Mitchell, Branch Manager-KeyBank
 - Jim Kennedy, Owner/Funeral Director-LaVigne Funeral Home
 - Cheryl Fatnassi, CEO/President-Opportunities Credit Union
- Curriculum, Instruction & Assessment:
 - Legislative update
 - [Act 166 Pre-kindergarten Draft Rules](#)
 - Please read the linked information to stay updated on progress with this new legislation.
 - [Governor Shumlin's letter to Secretary of Education Rebecca Holcombe](#)
 - Please read the linked letter to understand the areas in which Governor Shumlin has charged Secretary of Education Rebecca Holcombe to focus the work of the Agency of Education.
 - [Situational Analysis 2014](#)
 - Please watch the linked video to stay informed about the current realities in addressing education equity, opportunity and cost
 - Policy work
 - Policy #1340, Tobacco Prohibition
 - This policy is up this month for a first reading. Please read the WSD current and VSBA model policies for our discussion.
 - Policy #4311, Privacy of Health Related Information (HIPAA)
 - This policy is up this month for a first reading. Please read the WSD current and VSBA model policies for our discussion.

○ WSD Enrollment

- A few notes about the enrollment numbers below:
 - Our new Data Manager, Randy Wood has been working with various administrative assistants to streamline our enrollment collection process by cleaning up our student management system (Web2School) and building consistent procedures for entering student information.
 - We have not collected Free/Reduced Lunch information for kindergartners and new students yet so the FRL % are understated. We will be collecting this data in the upcoming month.
 - The District (K-12) Total # of Students includes students with special education needs who are educated off-site and high school students that attend WHS via school choice.

Grades	Total # of Students (current/last yr.)	Current % of English Language Learners (ELL)	Current % of Free/Reduced Lunch (FRL)
PreK on-site	36	NA	NA
PreK off-site	43	NA	NA
JFK Elementary (K-5)	361/345	32%	58%
Middle School (6-8)	160/157	27%	73%
High School (9-12)	231/228	48%	68%
District (K-12)	752/730	32%	57%

○ WSD Weekly issues

- **WSD 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) updates:

- **Partner Teacher Program Update**
 - Team Journey at WMHS is working on Middle School-friendly rubrics for the GXs of Critical Thinking & Problem Solving and Oral & Written Communication
 - The WMHS Science Team - Shannon Bundy, Steve Crowley and Nancy Keller - are planning a family science night in October to engage families in the new science seminar.
- **Teacher Investment Funds and Innovative Program Proposals**
 - Team Journey was approved for 3 field trip days that will take the entire team outdoors for team building and challenge-by-choice activities. On Thursday, Oct. 2, the Team will journey to Mt. Mansfield and students will be able to personalize their hike by choosing their route to the top.

- **NMEF Re-application Process:**
 - Given that this will be the final year for the 3.5-year grant, the Partnership has been invited to re-apply to NMEF for another 3 years. The approximate award amount for a 3-year grant would be 40% of what was awarded for the first grant. The merits of the grant application will be based on its effectiveness and impact regarding student-centered learning and sustainability. NMEF has contracted with Cross & Joftus to consult with the Partnership for a six-month period to help us develop a sustainability plan.
 - Throughout the month of October a core team of Partnership staff and district administrators along with our lead community partner will engage in work sessions to develop a draft for reapplication. There will be an opportunity for teachers from both districts to engage in a feedback session about the re-application materials.
- **Reminder - American Promise**
 - P4C will be co-sponsoring with Peace and Justice Center on Tuesday, October 7, 2014 the public airing of “American Promise” at the Roxy Theater in Burlington. “American Promise” is an intimate and provocative account, recorded over 12 years, of the experiences of two middle-class African-American boys who entered a very prestigious--and historically white--private school on Manhattan's Upper East Side. The Dalton School had made a commitment to recruit students of color, and five-year-old best friends Idris Brewster and Oluwaseun (Seun) Summers of Brooklyn were two of the gifted children who were admitted. The boys were placed in a demanding environment that provided new opportunities and challenges, if little reflection of their cultural identities. The challenges of these students experiencing equity are brought out in the film. P4C will encourage WMHS and BHS to have as many teachers, students, parents, and administrators attend the airing of the film. Tickets are free and e-mail Hal at hal@partnershipvt.org to request tickets.
- **Upcoming events:**
 - Rowland Foundation Conference - Oct. 30 from 8:30-4pm at UVM
 - Nellie Mae Cross- Site Conference - Nov. 5-7 at the Sheraton in Wakefield, NH

WSD Goals

Goal #1: College & Career Readiness

- We had our math “Best Practices” studio days the week of September 22nd. The schedule for the two-day event went as follows:
 - Day 1-work with principal and math coach collecting data during data snap walkthroughs, work with studio teacher to plan lesson for following day.
 - Day 2-work with studio residents and studio teacher. This day involves conceptual understanding of mathematics, observation of studio teacher and debriefing after the observation. Bill Feeley is now also working with the elementary teachers. These two days were highly engaging for all involved.
- We are in the process of completing our baseline assessments in math and literacy. This information helps us plan programs for students. It allows us to progress monitor students throughout the year.
- The third grade team has launched their Project-Based Learning (PBL) unit. Their driving question is: How can third graders teach and model acceptance throughout our school community? Currently, they have scheduled speakers who are coming in to talk with the students. The students prepare questions ahead of time and ask the speaker to answer those questions. We will be learning from the third grade team as we move ahead with new projects.
- The Saint Michael’s College students from the Peace & Justice Freshman Year Seminar began visiting their ELL student buddies at JFK this month. Around 40 of our elementary ELL students get a buddy

from Saint Michael's that gives them one-on-one support during reading or math. Both the JFK and the SMC students really enjoy working with their buddies.

- We are preparing for our students with significant disabilities to take the Dynamic Learning Maps (DLM) alternate assessment. The assessment focuses on Essential Elements. Essential Elements (EEs) are specific statements of knowledge and skills linked to the grade-level expectations identified in college- and career-readiness standards. EEs build a bridge from content standards to academic expectations for students with the most significant cognitive disabilities. The EEs specify academic targets, while the learning map clarifies how students can reach a specified standard. Hence the name, Dynamic Learning Maps.

Goal #2: Healthy, Productive & Successful Lives

- Our Fresh Fruits and Vegetable program is going very well. Students are able to have a healthy snack available to them in the classroom each day. The Abbey Group is working hard to make this an engaging program.
- Thanks to Jaycie Puttlitz, our Wellness Coordinator, we are now part of Safe Routes to School. We will be having our first walk to school of the year on Wednesday, October 8th. All students, parents and staff that are able to participate will meet at the Rite-Aid parking lot at 7:30 a.m.
- High school students have signed up and are ready to begin a fall session learning and working with the Vermont Youth Conservation Corps (VYCC) at their farm in Richmond. This is the third year of our partnership with the VYCC, and the first fall program. The program will continue in the spring as well.
- All middle school students and 9th graders have completed the required digital citizenship training, parents have met to learn about the devices, and both have signed an agreement with the district. Students are now getting started learning with their computers.
- On Tuesday September 30th our district was monitored by the Vermont Agency of Education in relation to the McKinney-Vento Homeless Education Act. The purpose of the visit was to monitor the specific activities listed in the district's McKinney-Vento Homeless grant and the overall responsibilities under the McKinney Vento Act. This grant provides funding toward the districts social workers.
- On 9/27/14 Sean and Robin met with representatives of the Lets Grow Kids-Vermont campaign. We know that 80% of the brain develops in the first three years of life and 90% by age five. This campaign is to assure that more Vermonters are aware of the significant development that occurs during this period and how important early learning opportunities are for our children. Let's Grow Kids aims to close that awareness gap by increasing public awareness of the issues in communities and by involving multiple stakeholders.

Goal #3: Local & Global Community Engagement

- The UVM Women's Soccer team visited the elementary school on Thursday, September 25th. Each player introduced themselves. The captain of the team then talked to all the students about persistence. She talked about the importance of school and working hard. The team then demonstrated various soccer skills and invited different students up to try the skills with members of the team.
- On Thursday, September 25th we had an ELL orientation night for K-12 families. There were many representatives from the administration and faculty of all three schools who introduced themselves and helped familiarize our ELL families with school procedures. The interpreters used the new translation headset equipment to interpret the meeting and five interpreters were able to translate at once. The families seemed very pleased with the new equipment and the information they received at the orientation.
- On Friday, September 26, a delegation of NGO leaders from Burma toured our middle/high school. The visit, arranged by the VT Council on World Affairs in collaboration with US State Department, was hosted by high school students Brandon Bigelow, Zahara Mohamed, and Dhan Maya Dhamala, and very well received. Gail Stevenson, Executive Director of the VT Council, wrote the following after the visit: "I want to thank you for hosting such an amazing visit to your school last week. The visitors from Burma really loved seeing the school and speaking with the students. I was interested to hear that the

State Department escort, Daniel, was very impressed with the school. He travels all across the country with these groups and says he visits a lot of schools, so he knows whereof he speaks when he says he thought this was a most impressive school.”

- On Friday, September 26 Joshua Beaupre represented Special Olympics Vermont (SOVT) at our school for “Bring A Champion to Work” Day. Special Olympics Vermont participated in Eunice Kennedy Shriver Day this year to honor the woman who founded the Special Olympics movement back in 1968 by hosting “Bring a Champion to Work” day on September 26th and 27th. The goal is to have local businesses, schools, law enforcement, etc. bring a Global Messenger (an SOVT athlete trained in public speaking) to work for a few hours to show them what you do and spread the word about Special Olympics. Joshua visited six different classrooms in our elementary and middle schools to spread his powerful message of acceptance.

Finance/Operations:

- Included in your board packet, is the 1st Quarter FMR for FY 15. Please keep in mind, that it is early in the year and there are some items that may not have been encumbered /projected.
- Fothergill, Segale & Valley have begun their field work for the FY 14 audit. The process has been going well and they hope to wrap up the field work by October 3.
- Budget season has already begun. The Special Education Service Plan for FY 16 is nearly finished and work has been started for projecting salary and benefits for FY 16.
- The Facility team has been busy wrapping up the summer projects, keeping the athletic fields in great playing condition and preparing for the cold weather.
- The Public Safety Committee meet on September 23, 2014. The group generated a list of goals for the year and planned the drill schedule. The first drill was held on September 26, 2014 and it went well.