

May 8, 2014

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: It was recommended to include this portion of the report at the beginning so board members can see the action items up front. The Winooski administration recommends that the board approve all of the following action items:

- Consent Agenda
 - **Minutes of Meetings:** April 9, 2014
 - Policy Title: 2.3 Financial Condition and Activities
 - **Approval of Bills**
 - **Approval of Flexible Benefits Plan Resolution:** Please read the attached resolution & summary for backup. This is a negotiated portion of the WEA Teacher Agreement that will come into effect July 1, 2014. The WSD administration recommends the school board approve this resolution.
 - Policy Title 2.6: Asset Protection
 - **Select Newsletter Vendor:** The WSD administration recommends the school board award the bid to REPRO based on their competitive pricing and quality of the newsletter that they have produced for WSD for the past six years. Please see attached backup for a comparison of bids received.
 - Policy Title 2.7: Compensation and Benefits
 - **Approve 2.7: Compensation & Benefits Superintendent Monitoring Report**
 - **Approve Contract Recommendations.** WSD administration is very excited about the new hires listed below and recommend the school board approve all of the nominated candidates below.
 - Ada Wetmore, Early Childhood Special Educator (1.0)
 - Tim Rich, Middle School Special Educator (1.0)
 - Melissa Kilbourn-Mintzer, Middle School Special Educator (1.0)
 - Shanon Chalmers, Middle School Special Educator, 1-year only (1.0)

- Andrew Schlatter, Elementary Teacher (1.0)
 - Jenny Wright, Elementary Teacher (1.0)
 - Karen O'Brien, K-5 Special Educator/Behavior Interventionist (1.0)
- Policy Title 2.8 Communication and Support to the Board
 - Superintendent Report
- Policy Title 4.2.2 Board Job Description
 - **Adopt Policy #5145, Pupil Privacy Rights:** This policy has been modified per last month's policy discussion. It reflects adopting the VSBA Model policy and putting it into the WSD format.
 - **Adopt Policy #6171, Parental Involvement, Title I, Part A:** This policy has been modified per last month's policy discussion. It reflects adopting the policy drafted by community member and VSBA Associate Director of Legal Service, Nicole Mace, and putting it into the WSD format.
- Policy Title: 4.2 Board Job Description
 - **Appoint External Auditor:** A bid for auditing services was sent directly to seven firms and posted via legal ad in April. We only received two bids. Based on the lack of competitive bids the WSD administration recommends the school board direct us to repost the bid and return with another round of bids in June.
- Introductory Meetings:
 - Tom Peterson, Founder/President of Peterson Consulting, Inc.
 - Chris Boyd, Assistant State Fire Marshal
 - Steve Guild, G4 Design Studios
 - Charles F. Siegel, President/Owner of REPRO
 - Karen Harlow, Vermont Soccer Association-Vice President of Olympic Development Program
- Curriculum, Instruction & Assessment:
 - Early Childhood Campaign:
 - Jessica Perrotte, WSD Kindergarten teacher was a featured speaker at the "Let's Grow Kids" early childhood campaign in Burlington on April 25th. Her eloquent, humorous and heartfelt speech emphasized the need for more quality early learning opportunities. Great job Jess! For more information on the campaign: <http://www.vermontearlychildhoodalliance.org/get-involved/lets-grow-kids-focus-first-years-campaign>
 - Legislative update
 - [VSA Education Legislative Report #11 for May 2, 2014](#)
 - Policy work

- Policy #4127-Volunteers, Work Study Students and Student Teachers: This policy is up this month for a first reading. Please read the WSD current and VSBA model policies for our discussion.
- Policy 4128-Volunteer Coaches & Activity Directors/Coordinators: This policy is up this month for a first reading. Please read the WSD current and VSBA model policies for our discussion.
- Job Postings for 2014-15:
 - The following jobs have been posted and interviews are in process:
 - Math (.5 FTE, Middle School):
 - Director of ELL & Curriculum (Full-Time, Full-Year, PreK-12):
 - Data Manager (Full-Time, Full-Year, PreK-12):
 - Webmaster/Help Desk (Full-Time, Full-Year, PreK-12):
 - Technology Technician: (Part-Time, Full-Year, PreK-12)
 - This position will be posted if the budget allows after reconciling expenses related to new hires for the upcoming school year.
 - Wellness Coordinator: (Full-Time, School-Year, PreK-12):
- WSD Weekly issues
 - **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:
 - **NMEF Conference**: Several Winooski representatives attended this one-day conference in Portsmouth, NH to focus on the use of data in sustainability decision-making. We focused on decision-making regarding school budgets.
 - **Lead Community Partner Update**: LCP parent group is gathering "college/career planning" data from WMHS and BHS to create a comprehensive "map" of what is currently available for students. LCP will be meeting with Navicate, VSAC, and Upward Bound for the same purpose. All of this research is being compiled by the Lead Community Partner as they move towards their next Public Action tentatively scheduled for June 2.
 - **Neighborhood Learning Conversations (NLC)**- The NLCs focus will be on PLPs in Winooski and Burlington. The bulk of the NLCs will occur in April and May. Interested hosts are encouraged to contact Jessica Nordhaus at jsnordhaus@gmail.com
 - **Upcoming P4C Events**
 - Cross-District Alignment Meeting - Monday May 12: We will be looking at the revised work plan and its alignment with the logic model
 - P4C Steering Committee Meeting - May 21, 2014 - The Miller Center, Gosse Ct.: Fellows end-of-year report out
 - June 18 - End of Year Celebration Dinner: Presentation of Learning from all the mini-grants

WSD Goals

Goal #1: Increase student learning and growth

- Penny Ly, a fifth grade student, was the Vermont State Finalist in the Doodle for Google Competition. Penny had to design a doodle based on the theme: “ If I could invent one thing to make the world a better place.” As the Vermont winner, Penny receives a tablet, a t-shirt with her design on it and will be traveling to California later this month. Penny is now a national finalist. If she were to win, she would receive a \$30,000 college scholarship and the school receives a \$50,000 grant to be used on technology. It was a very proud day at JFK last Tuesday, April 29th!! Penny has been a star for the last week. On Monday, May 3rd, she attended the city council meeting where she was congratulated and a Proclamation was read. On Friday, May 9th, she went to the State House where they honored her and presented her with a Resolution. Penny is an amazing artist. We would also like to recognize Barb Crandall, our art teacher. Barb encouraged and worked with students to submit doodles. She has been behind Penny all the way~~Thanks, Barb!
- Summer school planning is in full swing. Sign ups have gone home. Currently, we have about 85 students enrolled. I am sure as the end of the year approaches more children will sign up.
- The JFK Newcomer ELL Summer School will be held the week of July 13. In this session students will continue to explore the local community while continuing to work on their English skills.
- The 2014 Summer Transitions Program for Middle and High School English Language Learners will take place July 7th to August 8th. This summer’s program will focus on math and English through community service.
- Extended School Year services for students on IEPs is July 8th to August 14th. This is for students who either demonstrate regression of skills over break or need longer recoupment time, or for children who are at a critical time for learning and attainment of goals.
- 9th grade humanities students, with teachers Christina Lauterbach and John McKelvy, completed their Shakespeare unit Thursday, May 8 with an awe-inspiring high school presentation of Romeo and Juliet, with a special transition invitation to the 8th grade. The students had worked diligently with performing artist Lindsay Pontius throughout the unit, and their engagement and enthusiasm was truly incredible!

Goal #2: Increase student engagement through best instructional practices

- JFK teachers have one final math studio day coming up in two weeks. This has been an incredible opportunity for the teachers involved. We will continue best practices next year. As teachers grow in their practice, outcomes for students should improve.
- Dave White, our science consultant, had his last team meeting with grade two last week. Dave has now completed a lesson study with each grade level. Dave also worked with our science teacher reps, Nan Johnson and Jacie Knapp, in identifying the life science strands that will be taught at each grade level. Over the summer, the teachers will work on completing curriculum mapping in science.
- On Green Up Day, Saturday May 3, 19 Winooski middle high school students and four friends joined three staff members, a parent, and three O’Brien Center staff to clean up Tigan St, part of Weaver, Route 7, Bellevue, and the entire school campus. This was a great demonstration of service and affirmation of caring and community.

Goal #3: Increase parent/community engagement

- Anera Foco collaborated with our liaisons to organize a Parent Learning Walk on May 8. At least 15 parents toured the middle/high school, met staff members, visited classrooms, and enjoyed lunch.
- A PACTS meeting was held on April 17th. The meeting was well attended. We have some new families that are getting involved. Our next meeting will be in late May. This will be the final meeting of the year.

- Spring into the Arts (SITA) is the week of May 19th. There are many activities happening that week. The kickoff is at the O'Brien Center on the 19th from 4-5:30pm.
- Kindergarten Screening will be held on Friday, May 9th and Monday, May 12th. Currently, we have about 5 students signed up to attend the screening. Some parents of current Kindergarten students were there to greet our new parents and welcome them to JFK. On June 4th, we will have an open house for our new kindergarten students. Parents and incoming kindergarten students will join us for dinner and learn who their teacher will be!!
- Senior Expo, the community showcase of our senior students' year long work on their senior projects, will be Friday, May 16, 10-11am, and 3-4pm.

Goal #4: Collaboration and communication

- With guidance from the middle school teachers, the fifth grade teachers have developed two student lists that will be given to the middle school teachers for placement. The teachers develop these lists based on criteria the middle school has set. Once the lists have been finalized, the students will be placed on academic teams and TAs. Also, a two-page form has been created that each fifth grade teacher will complete for each student. This form will give the middle school information about the incoming 6th graders. This will allow the middle school to put some interventions in place for students as they enter grade 6. This will make for a smoother transition for our students.
- Courtney Poquette's leadership class students led a series of games and activities with students from the 8th grade Wednesday morning, May 7. This was planned collaboratively with Cheryl Brosnan to support a positive transition into the high school.
- May is Wellness month. A group of teachers have been working with Sean on wellness activities. All teachers K-5 have been partnered with a middle and/or high school teacher. During the month of May, teachers will share the wellness activities they use in their classrooms with one another.
- Following is an update on the number of ELL students in our district as of 5/8/14:

School	Total Students	# Who are ELLS	Percentage who are ELLs
JFK Elementary	343	111	32 %
JFK Middle	153	53	35 %
Winooski High	204	91	45 %
Winooski School District	700	255	36 %

Finance/Operations:

- As of April 30, 2014 our estimated fund balance for FY14 is \$129,964.
- The Reserve Account has a balance of \$655,191.
- Over April Break the work was completed on the PA system to allow for district wide messages. We have a few minor adjustments, but overall it is working well.
- A RFP for Auditing Services was sent during the month of April. The bid was sent directly to seven firms, that other school districts currently use, and a legal ad was placed, which generated interest from one additional vendor. The bids were due back on May 6 and two bids were received. At this time it is the recommendation of the leadership team to repost the bid.
- A RFP for Food Service was sent out on April 28, 2014. As the district explores the option of Community Eligibility Provision (CEP), we needed to rebid the contract, as the change to the

program will be significant. Bids are due on May 28, 2014 and we will have a recommendation for the board at the June meeting.

- As things wrap in Montpelier, it looks like the tax rate may come in a little lower than we had estimated. When we went to vote, the estimated tax rate for FY 15 was listed at \$1.3559 or 9.39%. The bill passed by the house sets the base homestead rate at \$.98, with an estimated Winooski tax rate at \$1.3156 or 6.14%. The current bill passed in in the senate set the base rate at \$1.00, with an estimated Winooski tax rate at 1.3425 or 8.31%.