

Winooski School District  
Office of the Superintendent  
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[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:

#### **5. Consent Agenda: (5 Minutes)**

- a) Minutes of Meetings: October 11, 2017
- b) Policy Title: 2.3 Financial Condition and Activities
  - Approval of Bills
  - Establish New Checking Account for Health Reimbursement Arrangement (HRA) activity
- c) Policy Title: 2.7 Compensation and Benefits
  - Approve Contract Recommendation
- d) Policy Title 2.8 Communication and Support to the Board
  - Superintendent Report
- e) Policy Title: 4.2.2 Board Job Description
  - Adopt Policy #5124, Graduation Requirements
  - Adopt Policy #8312, Public Participation at Board Meetings
- f) Policy Title: 4.5 Agenda Planning
  - Approve Board Monitoring Report 4.5: Agenda Planning

**Discussion & Action Items:** Please review backup for the following items.

#### **6. Executive Limitations (Policy Section II): (20 Minutes)**

- a) Policy Title: 2.4 Financial Planning and Budgeting
  - FY19 Budget Timetable
- b) Policy Title: 2.5 Emergency Superintendent Succession
  - Superintendent Monitoring Report 2.5: Review/Discussion/Approve

#### **7. Board-Management Delegation (Policy Section III): (15 Minutes)**

- a) Winter Transportation Pilot Bid: Review/Discussion/Approve
- b) Policy Title: 3.3 Delegation to the Superintendent
  - Board Monitoring Report 4.2: Review/Discussion/Approve

#### **8. Governance Processes (Policy Section IV): (30 Minutes)**

- b) Policy Title: 4.2 Board Job Description
  - Board Monitoring Report 4.2: Review/Discussion/Approve

#### **9. Community Engagement (Policy 4.2.1): (10 Minutes)**

- a) Discussion: Recent community activities by board members
- b) Book Discussion: Deepening Community, read pgs. 31-66

### **Curriculum, Instruction & Assessment:**

- **P-Card Limit Increase:** In January 2014 the board initially approved the opening of a school credit card or P-Card account with a spending limit of \$10K. Sean McMannon, Superintendent & Rebecca Goulet, Finance Manager are the only authorized users. Since 2014 we have streamlined more of our

purchasing through the use of school credit card or P-Card. We requested an increase in our spending limit from the credit card company and their next level is \$30K. This increase in spending limit does not require board approval however, I would like to assure the board that proper financial controls are in place and the authorized users will remain the same.

- **Winter Transportation Pilot:** The bids are due Monday, November 6th and an administrative recommendation will be made to the board at the meeting. Bid documents are in the agenda backup.
- **Capital Project Committee:** The committee will be meeting for its third meeting on Tuesday, November 7th. [All agendas, meeting minutes and supporting documents can be found here.](#)
- **Wellnooski/Promise Community:** The Steering Committee has decided to revise the Request for Proposal (RFP) after receiving only one proposal and will repost the RFP in early December.
- **Winooski Housing Commission:** Our group has met three times and has an ambitious timeline to present and discuss preliminary housing goals with the Planning Commission on December 14th and to the City Council on January 22nd. These housing goals will be in the context of Area Median Income (AMI) affordability brackets to set parameters for future housing growth and turnover. [All agendas, meeting minutes and supporting documents can be found here.](#)
- **Connecticut School Finance Project:** I contributed to this project which studied state education funding systems with the purpose of helping the state of Connecticut develop, implement, and maintain an equitable school finance system that treats the state's students, school districts, and towns fairly. <http://ctschoolfinance.org/assets/uploads/files/Systemic-District-Change-and-School-Funding.pdf>
- **Open Enrollment Update:** Rebecca Goulet, Finance Manager has done a wonderful job implementing the new terms of our negotiated agreements as it relates to health and dental plans. This has been a tremendous amount of work and we can now say that we have all employee enrollment information ready to disseminate to Health Equity in preparation for the January 1, 2018 beginning of new health plans.
- **Budget FY19:** Please review the Budget Timetable in the agenda backup.
- **Legislative Work**
  - **2017 Education Legislative Reports:**
    - [Education Legislative Update July 10](#)
    - [Education Legislative Update May 19](#)
    - [Education Legislative Update May 15](#)
    - [Education Legislative Update April 24](#)
    - [Education Legislative Update April 6](#)

## **WSD Goals**

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

- We received the “*Ready for Kindergarten Survey*” report for 2016-2017. 81.25% of all children in Winooski kindergarten were rated as kindergarten ready, up from 79.55% in 2015-16. 83.83% of all students in Vermont were rated as kindergarten ready in 2016-2017.
- JFK teachers participated in the first session of Math Best Practices professional development in October. The consultant that works with our teachers was incredibly impressed with their knowledge, dedication, and implementation of Best Practices.
- On Wed, Oct 25th, roughly 30 WHS students visited the Proctor Maple Research Center in Underhill, VT to learn about Vermont's air quality. These students have been learning about the Clean Air Act and conducting research using EPA Air Quality data from different states and over time to assess trends in the data. The field trip was a culminating visit to their in-class research and presentations. Students saw how scientists sample and measure air at this relatively pristine reference site. They were exposed to the technological tools and methods used by both UVM researchers and the state's Department of Environmental Conservation. Finally, some students got a little hands-on exposure to the sampling and determination of acid rain. WHS will be participating as a monitoring station for the Vermont Acid Precipitation Monitoring Program (VAPMP) so students will be directly contributing to this decades long research as citizen scientists. The researchers are hypothesizing that vehicle emissions in urban

areas increase local acid rain, and thus are trying to increase their data from Vermont's larger urban areas. Winooski HS will help them test this question.

- 29 WHS students and 3 adults traveled to Castleton State College on Saturday, October 14th for the kickoff college fair hosted by Senator Bernie Sanders. [More details are linked here.](#)
- Every year our middle school girls basketball team participates in the Sisters in Sports mentoring program with athletes from St. Mike's College women's basketball team. It's been a highlight for all involved. Coach Sue Messier shared the following video about this fantastic program. [Sisters in Sports](#)
- Graphic Designer Gin Ferrara taught 6th graders graphic design basics by exploring traditional and modern circus posters. She helped the students brainstorm important information they need to include on their own circus posters while helping them keep design in mind. Students then drafted a layout design on paper and then Gin introduced the students to Canva, an online design tool.

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

- The first of WMS' *Spartan Games* was successfully held this fall.
- Wednesday, October 18th, all WSD staff joined trainers Dave Melnick and Kym Asam for the first of three follow-up trainings on Developmental Trauma.
- The Wellness team has a new [blog](#) for employee wellness activities and programs! Check it out under Winooski Wellness tab on our website or [click here!](#) They will keep all employee wellness offerings and VEHI program information there, PLUS things like...- *The Edge Sports and Fitness discount information - Jazzercise special for Teachers and Staff*

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

- 6th grade academy took a trip to the Shelburne Museum to see the circus exhibit in support of their *Rules We Live By Expedition*.
- WMHS sent a team, including teachers, administrators and students, to this year's [Rowland Conference](#) which featured keynote speaker Ruha Benjamin. The theme of the conference was *Schools as Laboratories for Social Change* and featured several engaging workshops.
- On October 31st, WSD hosted a group of ten international visitors from Europe who are travelling around the US with the International Visitor Leadership Program through the U.S. Department of State. This group of visitors all work on refugee resettlement issues and are learning about how the US manages refugee resettlement. They enjoyed observing a class and talking with students, teachers and administrators.
- Winooski School District (WSD) administrative representatives attended UVM's Outstanding Teacher Day event on October 12th to honor Sarah Forbes, JFK ELL Teacher and Tom Payeur, WMHS Math Teacher.
- The WHS theater class and a few middle schoolers attended *Fun Home* at the Flynn Theater.
- Scott Thompson just uploaded an article to Tarrant Institute's *Innovation: Education* page highlighting our Graduate Expectations (GX) and Graduate Progressions (GP) work over the past years. Something special is happening here that's a tribute to all the hard work, visioning, creative thinking, and resilience. Enjoy! [Winooski's Graduate Proficiencies & Graduate Expectations.](#)
- On November 2nd, WSD held the 2nd annual clothing give away. This year it was paired with the PTO potluck dinner. The gym had about a dozen tables filled with clothes for families to take, including winter boots and coats. After, families enjoyed a meal together in the cafeteria, and were entertained by student Nepali dancers.

### **Finance/Operations**

- The audit team from Fothergill, Segale & Valley were here on October 2 & 3 to do their field work. The team will be back for another half day to follow up on some outstanding items. Projected FY17 unapproved audit fund balance is favorably forecasted at \$14K. We expect our audit to be complete and the report available in early in 2018.
- At the end of October, our fund balance for FY18 is favorably forecasted at \$81K or less than .05% of the voter-approved budget. The forecast also includes several assumptions related to labor negotiations,

specifically salary/wages and health care. This favorable balance includes spending \$50K on the transportation pilot.

- We are wrapping up our open enrollment for the new health insurance plans which take effect on 1/1/2018.
- Over the next 6 weeks we will be adjusting employee contracts and running retroactive pay to reflect the settled contract.
- The projected balance of the Reserve Fund is currently \$380K. This balance includes encumbrances for the Drainage/Parking Project, Central Office Renovations IT Firewall and Building Study. The parking lot project is complete.