

December 8, 2017

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:

6. **Consent Agenda:** (5 Minutes)
  - a) Minutes of Meetings: November 8, November 29 and December 6, 2017
  - b) Policy Title: 2.3 Financial Condition and Activities
    - Approval of Bills
  - c) Policy Title: 2.7 Compensation and Benefits
    - Approve Contract Recommendation:
      - Haiduck, Sheryl - Long-Term Sub, 9-12 iLab
      - Rimal, Ghana - Long-Term Sub, 9-12 Math
  - d) Policy Title 2.8 Communication and Support to the Board
    - Superintendent Report

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

7. **Governance Processes (Policy Section IV):** (90 Minutes)
  - b) Policy Title: 4.1.c.4 Governing Style: Board Development/Education
    - VT Education Funding with VSBA's Susan Holson
      - Please view this video prior to the meeting: [VT Education Funding System](#)
8. **Executive Limitations (Policy Section II):** (60 Minutes)
  - a) Policy Title: 2.4 Financial Planning & Budgeting
    - FY 19 Budget Work Session: We will bring updated docs to meeting
  - b) Policy Title: 2.8 Communication and Support to the Board
    - Superintendent Monitoring Report - Review/Discuss/Approve
9. **Board-Management Delegation (Policy Section III):** (15 Minutes)
  - a) Policy Title: 3.4 Monitoring Superintendent Performance
    - Superintendent survey
10. **Community Engagement (Policy 4.2.1):** (15 Minutes)
  - b) Discussion: Community Engagement Forums

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

- **Barr Grant:** The team who is working on this planning grant has met five times to review the Nellie Mae work so everyone understands where we came from relative to student-centered learning, learn about Lindsey Cox's [Rowland Foundation](#) work on constructing an authentic system of assessment of multiple pathways and refine our work plan for the next 14 months. The team will be meeting with the other schools who received grants in MA on January 29-30 for our first "Learning Community" session.
- **Winter Transportation Pilot:** Currently, we are waiting on the VT AOE legal counsel as our request for a bid waiver was forwarded from the fiscal division to legal due to some concerns about the agreement being between two school districts. We have been working with SBSB and VT AOE to move this process forward as quickly as possible.
- **Capital Project Committee:** We have decided to make some changes to this process. Thanks to Joe Greene and Joseph Architects for their helpful work during the feasibility study phase. Joe and his team did a thorough analysis of our facility, property and created drawings that help us understand the system needs (e.g. HVAC) and the areas in which we can consider adding space to meet our needs. This work will continue to be used throughout our work. We will be moving forward with a new firm called [TruexCullins](#) who will facilitate the planning and design phases of our work. [TruexCullins](#) has a fantastic reputation in general and very specific experience in working with educational organizations. Our next meeting will be Tuesday, January 16th. [All agendas, meeting minutes and supporting documents can be found here.](#)
- **Winooski/Promise Community:** The Steering Committee has decided to hold off on posting a new RFP and the City of Winooski is considering taking the lead on developing a childcare center at the O'Brien Center. We continue to work with several partners to try and accomplish the important task of developing a childcare center in Winooski.
- **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 13th 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.](#)
- **BTV Noise Compatibility Program (NCP) Technical Advisory Committee (TAC):** I have joined City Manager Jessie Baker on this committee which is reviewing the current status of the Noise Compatibility Program and Noise Exposure Map so the committee can make recommendations about which federal programs to access in the future to mitigate sound and other challenges related to airport noise. Committee documents can be found here: <http://www.btvsound.com/ncp-update/documents/>
- **Budget FY19:** As of today (12/8/2017) we have not received any equalized pupil, revenue or CLA data but hope to have at least the equalized pupil data by next week's meeting. In addition, we will have an updated expense budget reflecting the 12/6/17 budget discussion.
- **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**

- This week all of our Early Learning preschool staff is participating in a two-Day Vermont Early Learning Standards (VELS) Institute with our Head Start partners. VELS guides us in the development and selection of curriculum and educational activities, as well as determining strategies and resources to support each child. Staff will also learn more about how to individualize curriculum for each child, thus, serving as a road map for their next steps in each child's development.
- JFK Principal Sara Raabe and Math Coach Stefanie Hamble spent a full day going into each classroom to observe their math teaching in November. While in classrooms, we looked for student discourse, and used the Habits of Mind and Interactions to make connections to the teachers practice. This is ongoing work that we will continue to do between the math professional development visits with Bill Feeley.
- All of the classrooms participated in The Hour of Code last week. The Hour of Code is a global movement to introduce students of all ages to coding and computer science. You can go to [hourofcode.com](http://hourofcode.com) for more information, and to see some of the activities students participated in.
- The 6th grade academy performed the *Spartan Circus* as the culminating event for its *Rules to Live By* Expedition. All students participated and the reflections and celebration afterwards were spectacular. This performance was created in a 6-week residency with Circus Smirkus supported by the AOE Flexible Pathways grant.
- On 11/8 WMS teachers worked with Ali Brown from 2Revolutions to identify and norm criteria for high quality work. This year WMS will establish the use of a high quality work protocol to review student learning, teaching and calibrate formative and summative faculty assessment at several points during the year.
- WHS celebrated financial literacy on November 8th. The morning kicked off with a keynote speech by [Colin Ryan](#), and continued with a [Reality Fair](#) sponsored and run by The Association of VT Credit Unions in partnership with VSAC.
- On Saturday, November 4th over 20 WSD teachers and support staff attended the Northern New England Teachers of English to Speakers of Other Languages (NNETESOL) conference at UVM. Four of our teachers (Bill Clark, Sarah Forbes, Nancy Johnson and Kristin Van Fossen) presented on our ELL co-teaching model to a standing room only crowd. Their presentation was very well received and we have since received requests from other districts in Vermont to visit and observe our model.

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

- The Winooski Unified Sports Bowling team will begin practices on Thursday December 14th and will run every Thursday until March 8th. The annual state tournament will be held on Monday March 12th. Practices will be held during the school day this year as this will allow for more student participation.
- The PTO gave JFK \$300 to purchase items for the K/1 playground. We are collecting input from the teachers on items they would like to see out there. There has been discussion of items like large lego blocks, and natural elements to encourage imaginative play.

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

- A Vermont Refugee Resettlement donor donated two apple trees to WSD in remembrance of Ali Muhina. They came on November 17th plant the trees between the K playground and the WSD offices. Students that were close to Ali came and participated in the planting of the trees.

- In the high school, advisors made phone calls personally inviting their advisees' parent/guardian to the November 20 conferences. Advisors also joined the conferences of advisees as available. The feedback from parents was very positive.
- Parent Teacher conferences were held on November 20th. JFK had a high attendance rate by families. At conferences, families received their student's report card, and a developmental pamphlet from Responsive Classroom with information about their students age group, and current developmental stage.
- Students led their conferences for families and teachers in the middle school. A majority of our middle schoolers participated.
- Wednesday, November 29th, Winooski Legislative Representative **Diana Gonzalez** held a high school student conversation during lunch and advisory be in the library.
- Shannon Bundy's advisory organized a food drive to collect food for the local food shelf from November 27 - December 8th. This has become a new tradition for the group.
- The PeaceJam sent 19 WHS students to attend the International Festival, Essex on December 1st, and each volunteered 1 hour of time supporting vendors and others during the afternoon. On December 22nd the group will host a free celebration of international foods (tasting) during lunch. Coordinators Aftaba Mezotovic and Libby Payeur met with the Honoring Diversity Grant (Rowland) cohort on December 6th to share projects and explore ways to enrich the work. Currently there are 23 active student members on PeaceJam!
- Vermont Family Network gave a presentation to ELL families on the early release day in November to educate them about how students with disabilities are supported in US schools and what the special education process is like and how it supports students and families.
- The JFK Newcomer class hosted their annual Thanksgiving dinner for over 30 of our recently arrived ELL students to teach them about the Thanksgiving holiday and give them a chance to try all of the traditional Thanksgiving dishes. As always, the whipped cream was a big hit!

### **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 November, our fund balance for FY18 is favorably forecasted at \$23K or less than 1% of the voter-approved budget. The forecast also includes revised contracts and assumptions for the new health insurance plans beginning January 1, 2018. This favorable balance includes spending \$62K on the winter transportation pilot.
- The projected balance of the Reserve Fund is currently \$386K. This balance includes encumbrances for the Central Office Renovations IT Firewall and Building Study. The parking lot project is complete and all expenses have been paid.
- Retroactive pays for teachers were issued ahead of schedule on November 24, 2017.
- Open Enrollment for Health and Dental Benefits were completed in November as well.