

Winooski School District  
Office of the Superintendent  
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**WINOOSKI SCHOOLS**  
*We are the future.*

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 review backup for the following items and approve all of the following action items:

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

- a. Minutes of Meeting: September 11, 2019
- b. Policy Title 2.3 Financial Conditions and Activities
  - i. Approval of Bills
- c. Policy Title 2.7 Compensation and Benefits
  - i. Approval of Teacher Contracts
    1. Amy Loomis: 1.0 FTE WHS Guidance (1-Year), funded by School Improvement Grant (SIG) funds
- d. Policy Title 2.8 Communication and Support to the Board
  - i. Superintendent Report
- e. Policy Title 4.2.2 Board Job Description
  - i. Adopt Policy #5110: Student Attendance
  - ii. Adopt Policy #6160: Educational Support System
- f. Policy Title 4.8 Governance Investment
  - i. Accept Board Monitoring Report

#### **7. Governance Processes(Policy Section IV):** (90 Minutes)

- a. Policy Title: 4.2.4 Board Job Description
  - i. Discussion: Meeting with Legislators
  - ii. Discussion/Possible Action: Board Committee Reorganization
- b. Policy Title: 3.3 Delegation to the Superintendent
  - i. Review/Accept Board Monitoring Report
- c. Policy Title: 4.1 Governing Style

- i. Review VSBA Resolutions
- d. Policy Title: 4.2 Board Job Description
  - i. Discussion: Admission of Non-Resident Tuition Students Policy
  - ii. Discussion: District Newsletter Topics
- e. Policy Title: 4.3 Handling of Operational Complaints
  - i. Review/Accept Board Monitoring Report

**8. Board-Management Delegation (Policy Section III): (10 minutes)**

- a. Policy Title: 3.3 Delegation to the Superintendent
  - i. Review/Accept Board Monitoring Report

**9. Executive Limitations (Policy Section II): (30 Minutes)**

- a. Policy Title: 2.3 Financial Condition and Activities
  - i. Quarterly Financial Management Report: Review/Approval
- b. Policy Title 2.4 Financial Planning and Budgeting
  - i. Review/Accept Superintendent Monitoring Report
  - ii. Review/Accept FY21 Budget Meeting Schedule
- c. Policy Title: 2.6 Asset Protection
  - i. WSD Capital Project Update

**Curriculum, Instruction & Assessment:**

- **UVM-GBYMCA-WSD Early Care & Learning Partnership:** After several meetings our three organizations are working on a Memorandum of Understanding (MOU) to specifically increase capacity for children ages 0-5 in Winooski. This could address WSD's 40 child PreK waitlist, provide additional opportunities for UVM's aspiring Early Learning educators and fit with GBYMCA's mission of youth development and social responsibility. We are searching for available space in Winooski while developing a pilot for 2-3 classrooms for the 2020-21 school year.
- **Commission on Public School Employee Health Benefits Update:** [please read this for the most recent update.](#)
- **WSD Capital Project Update:**
  - [Updated design](#)
  - Continued work on scheduling and phasing
    - Possible use of 4 temporary classrooms and relocation of district office
    - Possible staging by ReArch at S. Park Street to enter WSD from back of property
  - Continued development design work with school staff and others:
    - Performing Arts Center (PAC): lighting, acoustics, stage
    - New Cafeteria design to accommodate firewall needs
    - Traffic flow redesign
  - Lots of site work in process and completed: Phase 1 environmental study of the grounds completed, soil sampling, checks for moisture under foundation, geotechnical drilling, and interior hazardous material testing (e.g. asbestos, lead)
  - ReArch Letter of Engagement with agreed upon fee for pre-construction services and TruexCullins contract for architectural services completed
- **State of VT Special Education Monitoring:** WSD has been selected for special education monitoring activities during the 2019-2020 school year. The Agency of Education has developed a new monitoring system which is more robust and focused on student outcomes. We have yet to be notified of the dates the AOE will be onsite for the monitoring visit.
- **Legislative Work**
  - **2019 Education Legislative Reports:**
    - [Issue #9](#)

- [Issue #8](#)
- [Issue #7](#)
- [Issue #6](#)
- [Issue #5](#)
- [Issue #4](#)

## WSD Goals

### Goal #1: College & Career Readiness

- JFK teachers have met with Ali from 2Revolutions to plan their first of two Project-Based Learning (PBL) units for the year. The meetings were very exciting as grade levels have begun to identify legacy projects.
- WSD administration is recommending Amy Loomis as our new WHS guidance counselor. Pending board approval, Amy will start on October 14th and will focus on our student transition from middle school to high school as well as improving our graduation rate. This position is funded 100% by School Improvement Grant (SIG) funds.
- WMS team Journey 7/8 launched their fall Expedition, *Becoming American: the Road to Citizenship*. Students attended a naturalization ceremony at the Statehouse on 9/11 and then gathered to hear from staff about their personal road to citizenship and taking the citizenship test.
- WHS and WMS teachers are participating in goal-setting meetings. The goals that teachers have are specifically aimed at increasing student engagement and elevating student voice in their learning
- During the month of October, JFK teachers start benchmarking students in reading and math. This information is used to drive instruction for students to ensure that everyone gets what they need to make progress.
- WHS has and is continuing to improve our Educational Support Team (EST). The WHS EST team consists of Becky Savage, Tom Payeur, Heidi McLaughlin, and Caitlin MacLeod-Bluver. They have worked with Principal Jean Berthiaume to improve our system of support for struggling learners.

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

- JFK classrooms have completed the “First Six Weeks of School”. This time is spent building relationships and community within the school. Around week 4, classes started light academics. As we leave the “First Six Weeks” behind us, classes begin academics in earnest using the relationships created to help students find success.
- This year WMS will have its first Advisory Representative Council. Students will gather twice a month to give feedback and make decisions about the WMS advisory program.
- WHS celebrated Spirit Week the week of September 23rd and culminated with a Homecoming celebration last weekend. To cap our community spirit Lek Nath Luitel, a WHS senior became the 5th Vermont boy to score 100 goals in H.S. soccer!
- WHS advisories are well underway and October's theme is "**Identity**" and we will be kicking off with a circle that will help plan **advisory flags and names**.
- JFK students have filled the HEART monitor for the first time this year! Students and staff were excited to participate in the first All School Celebration - Crazy Hat/Hair day!
- September 18th was our first half day. WHS advisories and staff engaged in team building activities with students. Fun was had by all! **9th grade advisories** - participated in the UVM ropes course. **10th grade advisories** went to an escape room. **11th & 12th grade advisories** - went to MetroRock and Sailing Center.

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

- A team of four professionals from JFK: Sara Raabe, Courtney Bryan, Kari Rittenburg, and Amanda Babcock attended the National PBiS conference in Chicago. This conference is an amazing experience for us to learn from schools with similar demographics as JFK.
- On October 3rd Robin Hood and Tim Rich attended an Act 264 Partnership luncheon at Howard Center.

WSD is committed to developing coordinated service plans for children, and this is an opportunity to align our work with our local mental health agency, as well as other partners. Tim is trained in Act 264 facilitation and is the lead person for WSD.

- JFK has a team participating in the Making Strides Against Breast Cancer Walk that take place October 13, 2019 at Veterans Memorial Park in S. Burlington. Our JFK community has been impacted by this disease several times in the past few years and this is a way for us to get out and support our colleagues. There is a 5k run/walk and a 1 mile walk option.
- Students in the Bridging Program created a show titled: Celebrating our Program with the Flynn. Bridging students also filmed the show. All the students worked on developing content for the show. All participated as audience members during the various parts of the filming. You may watch the show on-line by clicking here: <https://www.cctv.org/watch-tv/programs/bridging-program-flynn-collaboration>
- JFK had their first All School Morning Meeting. 52 students were nominated by the teachers for the “Heart Ambassador Acknowledgement” award. Students are nominated for this for being an example of one or more of our HEART expectations. Tul Niroula and Matt Gile were acknowledged for the staff “Shout Out” award. Adults in the building are nominated for the “Shout Out” award by students and staff, and two adults are chosen each month. Different students and adults will be acknowledged each month during our All School Morning Meeting.

### **Finance/Operations**

- At the end of September our fund balance for FY20 is favorably forecasted. At this time there are many expenses that still need to be encumbered, support staff still to be hired and grant awards pending. Please look for the first complete Financial Management Report (FMR) for the 1st Quarter ending on September 30, 2019 in this board agenda packet.
- The budget for Health Reimbursement Arrangement (HRA) for FY20 is \$490,374. We have expended \$83,508 or 17% of the budget with nine months remaining.
- The balance of the Capital Reserve Fund is currently \$315,178 During the month of August, we received 41K from the Agency of Education for emergency construction aid.
- The audit team from Fothergill, Segale & Valley were onsite on September 30 and October 1 to complete their fieldwork for the FY 19 audit report. We are still awaiting some final information from the Agency of Education around special education payments, however we estimate adding \$382,900 to our fund balance. More details will be forthcoming as we finalize the audit report.
- The Bond Anticipation Note ( BAN) is available as a line of credit from the People’s United Bank. We will make our first draw early next week, to reimburse the general fund for expenses paid over the summer and current September invoices.
- The FY21 Service Plan for Special Education is almost complete and is a good lead into our FY21 budget season.
- A draft timeline for the FY21 Budget Cycle has been prepared and the leadership team has begun gathering data to build the budget.