

Winooski School District  
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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:

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

- a. Minutes of Meetings:
  - i. Regular meeting - October 9, 2019
  - ii. Capital Project Executive Committee Meeting - October 17, 2019
- b. Policy Title: 2.3 Financial Condition and Activities
  - i. Approval of Bills
- c. Policy Title 2.8 Communication and Support to the Board
  - i. Superintendent Report

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

- b. Policy Title: 4.2.2 Create Written Governing Policies
  - i. Discussion: 1st Reading-Policy #4116: Harassment of Employees
  - ii. Discussion: 1st Reading-Policy #4310: Alcohol and Drug Free Workplace
  - iii. Discussion: 1st Reading (New)-Admission of Non-Resident Tuition Students Policy

### **7. Executive Limitations (Policy Section II): (15 Minutes)**

- b. Policy Title: 2.4 Financial Planning and Budgeting
  - i. Discussion: FY21 Budget Timetable
  - ii. Budget Buddy Reminder

- c. Policy Title: 2.5 Emergency Superintendent Succession
  - i. Superintendent Monitoring Report: Review/Discussion/Approve

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

- b. Policy Title: 3.4 Monitoring Superintendent Performance
  - i. Board Monitoring Report: Review/Discussion/Approve

**Curriculum, Instruction & Assessment:**

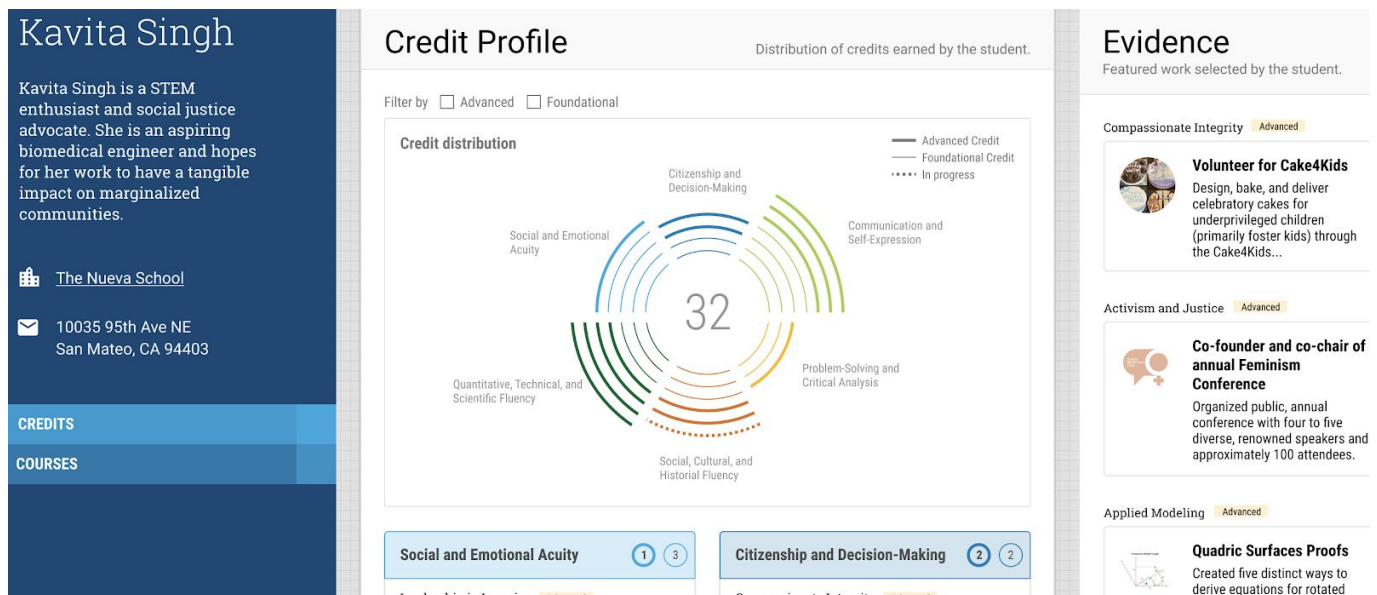
- **UVM-GBYMCA-WSD Early Care & Learning Partnership:** After several meetings our three organizations are working on a Memorandum of Understanding (MOU) to specifically increase capacity for children ages 0-5 in Winooski. This could address WSD's 40 child PreK waitlist, provide additional opportunities 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.
- **Winooski Housing Authority (WHA):** Supt. McMannon made two requests to the WHA board on Wednesday, November 6th to use the Winooski Family Center (WFC). The first request is to move one of our on-campus PreK programs to WFC for April-June 2020 to accommodate capital project needs and the second request is for the UVM-GBYMCA-WSD Early Care & Learning Partnership to run a PreK program in the WFC space beginning in August 2020 to create more PreK slots for Winooski students. [The full requests can be read here.](#)
- **Commission on Public School Employee Health Benefits Update:** [please read this for the most recent update.](#)
- **WSD Capital Project Update:**
  - **Fundraising:** The Fundraising Committee met Tuesday, November 5th for their first meeting. Supt. McMannon provided an update on design, Dir. of Communications & Development Emily Hecker reviewed the development plan and gave an update of current development strategies and activities. The group brainstormed strategy to communicate compelling reasons to invest in our capital project and potential fundraising activities.
  - [Design Update:](#)
  - [Site Logistics Plan](#)
  - [Phasing Plan](#)
  - [Project Schedule](#)
  - Site work:
    - Phase 2 environmental study of the grounds will begin Monday, November 11th.
    - Asbestos, PCBs and Moisture reports have been received are being evaluated by Tom Barden, WSD's Owner Project Manager (OPM)
- **Lead in Water Testing Update:** Our required testing was completed, results communicated to WSD families and staff, all remediation steps have been taken and all taps at or above the action level of 4 ppb are being scheduled for re-testing. Below are the results by school which includes the remediation steps taken when needed:
  - [JFK Elementary](#)
  - [Winooski Middle School](#)
  - [Winooski High School](#)
- **VT Agency of Education Memos:**

- [Accounting for Certain Special Education Expenses](#): Basically, this memo states that the AOE will not require an SU/SD to separately allocate general education costs from special education costs within tuitions for students whose IEP team has chosen an out-of-district placement at an approved independent school. This is good news as we have several students in out-of-district placements and would have made a large portion of these costs ineligible for reimbursement.

## WSD Goals

### Goal #1: College & Career Readiness

- **WHS Transcript:** We are pleased to report that Winooski High School has a proficiency based transcript! We have worked tirelessly this fall with Mastery Transcript Consortium™ (MTC) to create a transcript that advantages our students for both college and career. MTC is currently working with approximately 250 member schools across the country (which Winooski is now a member of) and other stakeholders to codesign a new, digital transcript that reflects the unique skills, strengths, and interests of each learner. We believe this new transcript will open up opportunities for all students—and help transcript readers understand each student better.



Above is an example of what our new transcript looks like. In the column on the left, students will introduce themselves in the 3rd person and where you will find information about our school including a new Winooski Middle/High School profile. In the center, you will find a visual way to see with thin lines students Graduate Proficiencies (GPs) and the thick lines showing where students are advanced in our Graduate Expectations (GXs). Finally, the column on the right will be a place where students will be able to provide evidence of their learning and reflect on their learning. This ultimately is a place for our Personalized Learning Plans (PLPs) and for students to share their expositions of learning.

A huge thanks goes out to our school's Rowland Fellow Luke Dorfman who has worked closely with us on this new transcript. Also to be thanked is our other Rowland Fellow Lindsey Cox, guidance counselors Heidi McLaughlin and Amy Loomis for working so closely with Luke and Jean so that our students applying for early college admissions and scholarships have a transcript in hand. Finally, thank you to our senior advisors for supporting our seniors in supporting them with compiling evidence, writing descriptions of evidence, and crafting a personal statement.

- **Hiring Updates:** This past week we conducted interviews in our search for the following positions: an MTSS Coordinator and Community-Based Learning Coordinator. Thank you to Kirsten Day, Becky Savage, and Caitlin MacLeod-Bulver for serving on our MTSS Coordinator search committee and to

Lindsey Cox, Heidi McLaughlin, Matt Webb, and Ray Coffey for their time by serving on the Community-Based Learning Coordinator search committee.

- **Multi-Tiered Systems of Support (MTSS) Workshop:** On October 25th, members of the middle/high school wrapped up a 4 day workshop on developing strong systems of support, which was offered through Vermont Higher Ed Collaborative. As members of the middle/high school EST teams, Kate Grodin, Lisa Italiano, Kirsten Day and Kirsten Kollgaard, attended and gained a lot of information about how we can build on our MTSS systems at the middle/high school.
- **Kindergarten Readiness Survey Results:** We have received the results of the Fall 2018 Ready for Kindergarten Survey. We are pleased to note Winooski’s positive upward trend in kindergarten readiness. In 2018-19, 83% of all students statewide were identified as kindergarten ready. 79% of Winooski kindergarten children were identified as kindergarten ready. Winooski’s total readiness scores are nearing the the overall State of Vermont scores. Please note, that our students who qualify for free and reduced lunch scored higher than the state. Our work is ongoing, and we continue to have work to do around designing educational environments/curriculum to provide access so that all children can thrive.

**Ready for Kindergarten Survey: Comparison to the State of Vermont**

District/ Supervisory Union	Assessment Year	% of ALL Students Ready	% of Boys Ready	% of Girls Ready	% of F & R Ready	% of Not F & R Who are Ready	% of Attended Pre K Who are Ready	% Who Did Not Attend Pre K Ready
Winooski SD	18-19	79.03	72.73	86.21	74.29	85.19	77.08	85.71
	17-18	75.00	61.11	83.33	78.05	57.14	77.14	69.23
	16-17	81.25	62.69	76.07	46.27	77.17	74.84	56.27
Statewide	18-19	82.92	78.17	88.17	73.95	89.06	82.97	82.74
	17-18	83.93	80.35	87.81	74.31	90.62	84.08	83.48
	16-17	83.83	79.40	88.60	74.58	90.44	84.53	82.25

- JFK Math Coach, Stefanie Hamble, is starting Math Studio with a group of teachers. Six years ago we started the inquiry based math best practices professional development with Teachers Development Group (<https://www.teachersdg.org/>). Teachers commit to a three year math studio professional development cycle. This professional learning is research based and is embedded in the real work of teaching, coaching, and leadership. We did two three-year cycles with Bill Feely from Teachers Development Group. This last 3-year cohort is our last group of teachers to go through Math Studio. This means that at the end of this cycle, all of our teachers that teach math will have been through professional development.

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

- **Rowland Foundation Conference:** On Wednesday, October 23rd a number of Winooski teachers, staff and students attended the annual Rowland Foundation Conference at UVM’s Davis Center. The focus again was timely as schools strive for greater equity. The keynote speaker this year was Robin DiAngelo author of *White Fragility*. At the conference our Culture and Community Capstone students gave a presentation in response to the keynote address to the over 500 conference attendees regarding advice for how schools can change the systems to improve equity for students. Thank you Nellie Maley, Luke Dorfman, and Emily Hecker for your support of our students in preparing their voice at this conference. This was a huge platform for our students to engage Vermont legislators, educators, and students from across the state!
- **Family, Student, Teacher Conferences:** The decision to change the calendar this year to split elementary and middle/high school conference days was very well received by middle/high school teachers, families and our home-school liaisons. This change allowed the high school to move away

from drop in to scheduled family conferences for the first time, resulting in dramatically increased parent conference attendance at the high school. Thank you to all teachers and liaisons for the overall success of our conferences with families this fall. We have received praise from parents who truly appreciated this year's format. Some preliminary numbers to share: Prior to the start of conferences, 136 conferences were scheduled. After the two days of our conferences, 130 conferences occurred. That means that roughly 76% of students who attend full time at Winooski or attend BTC had a conference. This is a significant increase and attributed to our direct reach out to families via phone to schedule a conference. A special thanks to Lindsey Cox for working with our principal in support of this year's vision for conferences as well as Matt Gonzalez for his technical assistance in making the scheduling tool work for us all. Thank you Drew Blanchard for your assistance in making a survey available via an iPad for our parents after their conferences.

- **Bridging Update:** Collaboration with Champlain Community Services continues. WSD students participating in the Bridging Transitions program have been busy! There's been Yoga and Pickleball and preparing for Mock Interviews and Dreaming up Jobs to Explore and working at the Chittenden County Food Shelf and visiting Ben and Jerry's and Financial Classes at People's United Bank and a visit to the sets of Vermont PBS and there was a work tour of JCPenney and a job scavenger hunt in the mall, and so much more.
- **Ongoing Equity Work:** Last month both JFK and the middle/high school continued our professional development on equity, bias and race. Fourteen middle/high school staff participated in a train-the-trainer with consultants from ISP International that prepared participants to facilitate small group discussions around issues of race and equity in the classroom and school system. JFK continued their work on this topic during one of the October early release days. A district wide team also attended a 2 day workshop on November 5th and 6th called [Courageous Conversations: Beyond Diversity](#), which taught protocols we can use as educators when having "Courageous Conversations" about race. The team that attends plans to work with the staff who attended the training-of-trainers to tie this work into our small group discussions and our work at JFK.
- Grades 3 and up, have a fantastic opportunity to learn how to cross-country ski. Ski Cubs is an educational program of the Catamount Trail Association and focuses on introducing Vermont students to cross-country skiing. The program aims to empower Vermont youth to enjoy being active and outside in the winter. The program started in 2011 in collaboration with 5 Burlington organizations. That year, 60 Vermont students learned how to cross-country ski. Since then, the program has grown and now runs throughout Vermont offering cross-country skiing at [Bolton Valley Nordic Center](#) and [Sleepy Hollow Ski Center](#).

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

- Congratulations Heather Win! The Board of Trustees and the staff at the Vermont Arts Council are pleased to award Winooski Middle/High School an Artists in Schools Grant in the amount of \$1,750 to support a five-day playwright residency with Vermont Playwrights.
- Congratulations Nellie Maley! The Board of Trustees and the staff at the Vermont Arts Council are pleased to award Winooski Middle/High School an Artists in Schools Grant in the amount of \$2,500 to support a ten-day expressive arts residency with *Words Come Alive* that supports refugees in the Newcomer Program.
- **PeaceJam Celebrates Indigenous People's Day:** PeaceJam went to the Indigenous People's Day celebration at UVM on Tuesday October 15th. They heard from UVM employees, VT State representatives, as well as chiefs. Our students were able to spend lunch with Chiefs as well as the governor. This was an extremely valuable experience that our students were able to partake in. On Thursday Dr. Lacey Sloan and Chief Monte Yellow Bird came to the beginning of our PeaceJam meeting. Monte talked about how important it is to stay true to our own culture and values. He spoke about how each student's families are warriors that have gone through a lot and our students should keep that strength with them. The PeaceJam students who were able to learn a lot about Native American culture, history of the land and shared values of staying true to what your cultural values are.

- During November, a selection of middle schoolers' art is on display at Scout & Company here in Winooski. The exhibit is entitled: Identity Through Art, symbolic self-portraits, and was hung by our new teacher, Emily Jacobs. This professional looking exhibit is gorgeous and complete with artists' statements explaining the choices and thinking behind each work. NBC5 picked up the story from our Facebook page and can be viewed [here](#).
- On October 30th WSD hosted our annual Title I Parent Engagement Meeting. Over 20 parents attended, along with several members of Parents and Youth 4 Change (PY4C). During the meeting, Sean McMannon and Kirsten Kollgaard explained to the attendees what WSD uses our Title funds for and solicited feedback on the needs of the community sees and how we might use these funds to address these needs. We plan to hold additional parent engagement meetings and workshops throughout the 19/20 school year.
- On November 8th Robin Hood and Maybeline Lopez participated in a Building Bright Futures Forum on Act 166. The purpose of this engagement was to gather input from a range of stakeholders who are invested in the successful implementation of Act 166, as well as to highlight local/regional innovations in Universal Pre-K that have led to strong implementation. The forum also sought information regarding persistent barriers and how to strengthen systems for successful administration. Representative Kate Webb was in attendance; she will be authoring the Pre K bill. Kate spoke with Robin about WSD's successes. The main themes from this forum will be highlighted during the 2020 legislative session. Robin is a member of the Building Bright Futures Steering Committee and the BBF Council.
- The JFK Fall Book Fair will run November 18th - 22nd. Our only homework at JFK is daily reading for students. There is research to support that if students read regularly at home, by third grade that activity happens automatically for most students without adult support needed. Studies also show that 15 minutes tends to be the magic number. Students that read at home for 15 minutes every day start seeing substantial gains in reading achievement. Students that read more than 15 minutes every day see even bigger gains. Students that read less than 15 minutes a day make fewer gains. By hosting a Scholastic Book Fair each fall and spring, we are hoping to get books into students and families hands at affordable prices.

### **Finance/Operations**

- At the end of September our fund balance for FY20 is favorably forecasted at \$830K or 4% of the approved budget. At this time there are still several open support staff positions and several other expenses, including Act 166 payments to be encumbered
- The budget for Health Reimbursement Arrangement (HRA) for FY20 is \$490,374. We have expended \$104K or 21% of the budget with eight months remaining.
- The balance of the Capital Reserve Fund is currently \$315,187. There are no outstanding obligations for this account.
- 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 to support the capital project. During the month of October, we drew \$328K. The bulk of payments were made to TruexCullins, Inc in the amount of \$236K. The balance of the payments were made to subcontractors doing site testing.
- The FY 21 budget is coming together and the leadership team will be putting together the opening presentation in the next few weeks.
- The Facility Department is currently fully staffed. During the month of October we welcomed Jai Magar and Osman Hussein to our evening custodial team.
- All Seasons Excavating (ASE) has been hired by the City of Winooski to take care of snow removal for the upcoming season. ASE and our facility team are ready for the snow!
- The Winter Transportation will begin after the Thanksgiving break, on December 2, 2019.