

Winooski School District
Office of the Superintendent
60 Normand Street
Winooski, Vermont 05404
(802) 383-6000
www.wsdvt.org



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:

4. Consent Agenda: (5 Minutes)

- a. Minutes of Meetings
 - i. Regular Meeting: March 11, 2020
 - ii. Capital Project Executive Committee Meeting: March 11, 2020
- b. Policy Title: 2.3 Financial Condition and Activities
 - i. Approval of Bills
- c. Policy Title: 2.7 Compensation & Benefits
 - i. Approval: Support Staff Contracts for 2020-21
 - ii. Approval: Teacher Contract
 1. Rachel Hurwitz: LTS - ELL Teacher WHS
- d. Policy Title 2.8 Communication and Support to the Board
 - i. Superintendent Report
 - ii. Approval: WSD 2020-21 School Calendar
- e. Policy Title: 4.2.2 Create Written Governing Policies
 - i. Approval: 2nd Reading #5118 Participation of Home Study Students in School Programs
 - ii. Approval: 2nd Reading #8311 Board Member Conflict of Interest

5. **Executive Limitations (Policy Section II):** (15 Minutes)
 - a. Policy Title: 2.3 Financial Condition and Activities
 - i. Review/Accept: Quarter 3 Financial Management Report (FMR)

6. **Board-Management Delegation (Policy Section III):** (20 Minutes)
 - a. Policy Title: 3.3 Delegation to the Superintendent
 - i. COVID-19 Report
 - ii. Review/Accept: Lease Agreement with Winooski Housing Authority/Winooski Family Center
 - iii. Review/Accept: Purchase of Two Minivans

Curriculum, Instruction & Assessment:

- **Winooski Housing Authority (WHA):** Please see the cover memo and proposed lease agreement in the agenda backup.

- **Minivan Purchase Request:** Please see the cover memo and proposed minivan specifications in the agenda backup.

- **Labor Negotiations:** The negotiations session with Support Staff scheduled for Tuesday, March 17th was mutually postponed and will be rescheduled. The session with teachers is scheduled for Thursday, April 16th and we will work with WEA to agree upon a video/teleconference platform to continue these important negotiations.

- **WSD Capital Project Update:**
 - Due to the COVID-19 crisis and specifically, due to school dismissal, “stay at home, stay safe” order and supply chain unpredictability ReArch, trux Cullins, Tom Barden and WSD have agreed to modify the Phasing Plan. More details will come in May but this means ReArch will focus on new construction and site work from June 2020-June 2021 so there will be little to no disruption to the interior of the building for the 2020-21 school year.

- **Hiring:** The following positions are posted.
 - Elementary Teacher positions (2 FTE): Operating budget funded
 - WMHS Speech-Language Pathologist (1.0 FTE): Operating budget funded
 - Finance Manager (1 FTE): Operating budget funded
 - Director of Curriculum and Learning (1 FTE): Federal Grant funded
 - WMHS Math Coach (.5 FTE): Federal Grant funded
 - Community-Based Learning Coach (1.0 FTE): Barr Grant funded

- **Finance Manager:** Our Interim Finance Manager, George Cormier has decided that the position was not a good fit for him and has resigned. WSD did not incur any expenses for his week of work per mutual agreement. Former Finance Manager Rebecca Goulet has agreed to increase her involvement and has jumped right in working with members of our team to keep our financial system operating. We are confident that Rebecca’s knowledge of our financial systems and operations coupled with her available weekly time will be adequate through June 30, 2020. We have several applications for the permanent position and will begin interviews later in April.

- **VT Agency of Education Memos:**

- **Legislative Work**
 - **2020 Education Legislative Reports:**
 - [Issue #4](#)
 - [Issue #3](#)
 - [Issue #2](#)
 - [Issue #1](#)

WSD Goals: Due to the organizational and leadership needs required by the COVID-19 pandemic I chose to forego this section of the report until May so the WSD Leadership Team can focus on the imminent planning, preparations and implementation of the directives of Governor Scott and Secretary of Education French.

Finance/Operations

- At the end of March our fund balance for FY20 is favorably forecasted \$642K or 3.5% of the approved budget.
- The balance of the Capital Reserve Fund is currently \$322K. There are no outstanding obligations for this account.
- The budget for Health Reimbursement Arrangement (HRA) for FY20 is \$490K. We have expended \$256K or 52% of the budget with three months remaining.
- The Bond Anticipation Note (BAN) is available as a line of credit from the People's United Bank to support the capital project. Currently we have drawn \$1,953,000.