

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:

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

- a. Minutes of Meetings
  - i. Special Meeting/Board Retreat: September 26,2020
  - ii. Capital Project Executive Committee Meeting: September 9, 2020
  - iii. Regular Board Meeting: September 9, 2020
- 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

### **2. Governance Processes (Policy Section IV): (75 Minutes)**

- a. Policy Title: 4.4 Board Linkage with Ownership
  - i. Discussion: Reflection on WSA Demands Process
    1. Build equal partnership between WSA, WSD LT, Board, Spectrum and City to move demands forward
    2. Establish process, functioning, monitoring, and structure for inclusion of community and faculty in 'demand groups' to commence work
- b. Policy Title: 4.2.2 Create Written Governing Policies
  - i. Discussion - 1st Reading Title IX Policy

- 3. Executive Limitations (Policy Section II): (30 Minutes)**
- a. Policy Title: 2.4 Financial Planning and Budgeting
    - i. Discussion: FY21 Quarter 1 FMR
    - ii. Discussion: FY22 Budget Parameters
  - b. Policy Title 2.6 Asset Protection
    - i. Discussion: Capital Project Update
    - ii. Action: Approve WSD Winter Transportation Bid

**Curriculum, Instruction & Assessment:**

- **WSD Organizational Chart Update**
- **COVID-19 Updates**
  - *Health Update:* The latest update from VDH on October 9, 2020 [can be found here](#) and additional [VDH Dashboard data](#) can be found here. Vermont continues to have some of the most encouraging data relative to the virus.
  - *WSD Reopening News:*
    - [Latest on Phasing K-5 to 4 Days of In-Person Instruction](#)
    - [WSD K-12 Hybrid Model Presentation](#)
    - [WSD's Safe Reopening Plan video](#)
    - [WSD's Reopening website](#)
  - [VT Agency of Education COVID-19 Information](#)
  - [VT Legislative Joint Fiscal Office Updates](#)
- **City-WSD MOU Update**
  - City Manager, Jessie Baker and superintendent Sean McMannon [signed this side letter](#). The purpose of this extension is to allow adequate time for public processes relating to City-WSD shared commitments and to fully review the MOU. This will be on the November 11th board meeting agenda or possibly extended further to provide time after the FY22 budget cycle is nearly completed to fully review the MOU for the future.
- **School Safety & Security Community Education, Engagement & Voice Update**
  - We are working with a UVM professor and doctoral student to form a team including 2-3 WHS students and a teacher who will plan and implement a community education, engagement and voice process about broader school safety and security, and including the role of the School resource Officer (SRO). Our goal is to have this completed by mid-December so the board can consider the community input in time to make FY22 budget decisions.
- **WSD Winter Transportation Bid**
  - We did not receive any bids for winter transportation which were due Friday, October 9th. We will be contacting potential bidders to find out why they did not submit a bid.
- **Courageous Conversations**
  - The WSD Leadership team, WHS Guidance Counselor Amy Loomis and JFK Guidance Counselor Sarah Murphy are all attending this training in Leading for Racial Equity based on Glenn E. Singleton's book "Courageous Conversations About Race: A Field Guide for Achieving Equity in Schools".
- **170 Student Day Minimum**

- The VT legislature recently passed H.969 which reduced the minimum number of student days for the 2020-21 school year to 170. We are in the process of revising our school calendar to include as many student days as possible within our labor agreements and meet the minimum of 170 student days.
- **Heart of Winooski (HOW) Foundation:**
  - We are excited to announce a new opportunity to get involved and support our schools. The [Heart of Winooski](#) (HOW) Foundation is a non-profit 501(c)(3) organization dedicated to supporting the Ends Statement of the Winooski School District. Through fundraising from local and national grants, corporate gifts, personal donations and community involvement, HOW Foundation will collaborate with parents, teachers, students, board members and the community to achieve the goals of the district. The short-term focus will be to support the Capital Project. The HOW Foundation will be governed by a 12-member board with broad community representation. [HOW bylaws](#) can be viewed here. Thanks to Matt MacNeil for being the school board representative!
- **WSD Capital Project Update:**
  - Construction progress:
    - Steel completed in new middle school
    - One final concrete slab pour required in new middle school
    - Steel nearly completed in new JFK addition
    - Concrete crew forming the walls of the new Maintenance Facility
    - The slab in the electrical room has been poured
    - A Request for Proposal (RFP) for solar energy systems will be going out next week
- **Legislative Work**
  - **2020 Education Legislative Reports:**
    - [Issue #11](#)
    - [Issue #10](#)
    - [Issue #9](#)
    - [Issue #8](#)
    - [Issue #7](#)
    - [Issue #6](#)

## **WSD Goals**

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

- The JFK, WMS & WHS Newcomer programs have been very successful in welcoming back our newer ELL students four days a week. Students in these programs have been thrilled to come back to school and have been familiarizing themselves with the new COVID safety measures and new technology to support their learning at home. They have enjoyed renewing their relationships with teachers and other students, and many would come to school seven days a week if they could.
- Master Transcript Consortium (MTC Voices): Student Profile <https://mastery.org/student-voices-evelyn-monje/>  
Evelyn Monje, rising senior at Winooski High School, shares her experience with mastery learning, her excitement about using the Mastery Transcript this year as she applies to college, and a range of work she does in and out of school, including recently organizing and leading a protest march with 400 participants in her local area.
- JFK has revised our local assessment plan to match our current reality and needs. We have worked together to develop a plan that collects meaningful data in a way that honors student and teacher needs. We have identified the data points we need to create solid instructional plans, and what data points we can wait on until students and staff are settled after six months of being out of the building.

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

- Our high school Bridging group is participating both virtually and in person. They are now broken into smaller pods. The group working on Community Connections had a wonderful virtual tour of two of the exhibits at the BCA Center last week. To top it off, the group began their EDD Adaptive Sport October Fitness Challenge. Today Cristel and Daryl from SUNY Delhi led the students and staff through two separate fitness routines. One is called “Moderato” (easy cardio) and the other is “Turbo” (more vigorous cardio). They’ll continue this challenge every Wednesday till the end of the month.
- Tuesday, October 6th is Vermont Mask Day and we celebrated all week. Students participated in an informative session with Vermont Mask Day founder Doug Altshuler and Dr. Tim Lahey, an epidemiologist at the University of Vermont Medical Center. They will discuss what masks matter in Vermont when we are already a "safe" state, and Dr. Lahey will answer your questions on COVID-19 and masks.
- JFK is finishing up our First Six Weeks of School. October 19th will mark the beginning of our 7th week. This means that we take time at the beginning of the year to teach expectations and routines to students, and practice, practice, practice. By taking the time at the beginning of the school year, routines and expectations become foundational knowledge for students so the students and the adults can focus on engaging academics throughout the school year.
- Thanks to Nurse Liz and Hannaford Pharmacy for providing a flu shot clinic for approximately 115 of our staff!

And big congratulations to Nurse Liz, who co-authored this [abstract about School Based Health Centers](#) which will be published by the American Academy of Pediatrics (AAP).

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

- A Grade 7/8 pod went on a walking tour of Winooski to locate spaces that offer public services as a part of their civics learning.
- The City of Winooski has applied for the Working Communities Challenge in partnership with WSD. The focus of this grant is to enhance the economic wellbeing of all residents. As part of that work, we have proposed to increase four of our home school liaison positions to support the city which would give them full time, year round work. Our team, including two liaisons, will be interviewed by the grant team on Friday, November 23rd and we should find out if we received the grant by December.
- WMHS Parent Teacher Conferences will be held on zoom this year due to COVID safety precautions. Our cultural liaisons are busy scheduling families who need interpreting support and middle high school teachers will be scheduling other students starting the week of Oct 12th.
- 100TH ANNIVERSARY OF WOMEN'S RIGHTS TO VOTE With Dr. Sally Roesch Wagner  
Virtual Presentations and Q & A on October 28th, 2020 for Middle & High School students.  
High School: 12:30-1:15 Middle School: 1:25-2:10  
Dr. Sally Roesch Wagner is a nationally recognized lecturer, author and story-teller of women's rights history, one of the first woman to receive a doctorate in the United States for work in women’s studies (UC Santa Cruz), and a founder of one of the country’s first college women’s studies programs (CSU Sacramento). Dr. Wagner has taught women’s history for forty-nine years. She served as historian in PBS’s “One Woman, One Vote” and appeared as a “talking head” in Ken Burns’ documentary “Not for Ourselves Alone: The Story of Elizabeth Cady Stanton and Susan B. Anthony,” and penned the accompanying faculty guide. Her Women’s Suffrage Anthology, published by Penguin Classics last year, is an intersectional exploration of the 19th century women's rights movement.
- School Resource Officer (SRO) Jason Ziter, who is also a volunteer firefighter in Essex, went into some JFK classrooms on October 9th for National Fire Safety Day. Liam Keating, Winooski Assistant Fire Chief/Captain, sent us information for classroom teachers to use in accordance with this year’s NFPA theme, “ Serve Up Fire Safety in the Kitchen!”, discussing all the hazards of cooking and preventing fire related to cooking.

## **Finance/Operations**

- As we end the 1st quarter of Fiscal Year 2021, we are predicting a favorable balance of \$927,600 or 4.8% of the approved budget. \$773,000 of that favorable balance is due to funds that were budgeted to pay for capital project interest and principal payments that we will not need in FY 21 due to the terms of the BAN. However, those funds will need to be held in reserve so that we are able to make the required interest payments in October 2021 when the payment on the BAN is due. Assuming those funds are restricted to capital project debt, then the projected favorable balance is \$154,000, which is less than one percent of the approved budget.
- This favorable balance relies on the WSD receiving full reimbursement for all unbudgeted COVID-19 expenses from the Coronavirus Relief Fund (CRF) and the Elementary and Secondary Schools Emergency Relief funds (ESSER). The WSD's ESSER allocation is \$844,730, and we have submitted an application to the Agency of Education for CRF reimbursement for \$1,081,061 of unbudgeted COVID-19 related expenses. The WSD's CRF application has not yet been approved.
- Please keep in mind that many assumptions have been made in projecting fiscal year totals because we are so early in the fiscal year. During the next quarter, as we complete open enrollment for health benefits, fill open positions, and continue to encumber tuition and Act 166 payments, we will have a better sense of where we are with budget versus actuals.
- The balance of the Capital Reserve Fund is currently \$320,566. There are no outstanding obligations for this account.
- The budget for Health Reimbursement Arrangement (HRA) for FY21 is \$525,804. We have expended \$62,085, or 12% of the budget.
- 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 \$7,578,000. We will be paying off this note on October 15 with the proceeds of the \$41m BAN through Municipal Capital Markets (MCM). The MCM BAN will take out the People's note and ensure we have enough cash on hand to pay for project costs for the next twelve months. At that point, we will take out a final BAN for the last year of the project, which will be taken out by the USDA loan.
- We are working toward completion of the FY 22 Special Education Service Plan. This plan helps us to estimate special education expenses for the next FY year, and will be used to build the FY 22 special education budget.