



Winooski School Board of Trustees
Regular Meeting
Wednesday, September 11, 2024, 6:00pm
WSD Library Learning Commons or via Google Meet
Google Meet Link: meet.google.com/szx-gwkh-oee

Policy Title 1.0 Ends Statement: 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.

Attendees: Robert Millar, Nicole Mace, Elom Essiba, Isaiah Donaldson, Sarah Haven, Matt Gonzalez, Cheyne Racine, Kamal Dahal, Barb Pendl

1. **Call to Order:** 6:01 pm
2. **Agenda Review and Adjustments:**
 - a. Add other to Announcements and Recognition
 - b. Community Engagement- Add the Newsletter and Community Engagement document as standing items
3. **Announcements and Recognition**
 - a. Hispanic Heritage Month - Starts on 9/15, this date is specific to when Independence day is celebrated
 - b. Budget Buddy Recruitment
 - i. A reminder that budget buddy recruitment time is upon us. Board members are tasked with inviting at least one community member to engage in this upcoming budget season.
 - c. Caitlin MacLeod-Bluver - has been nominated for the VT AOE Teacher of the Year. This could mean that the Principal and Teacher of the Year are both from the Winooski School District. The district will know more in about a month
 - d. Winooski's Pride event is happening as we speak with Purple performing
 - e. Isaiah Donaldson recognized that today is 9-11 and the significance of that day and the lives lost
 - f. The Flynn: Playing Fields - Cirques Kikasse's Circus Performance is a free Event for the public and will take place at 6 pm on the backfield, Friday, 9/13.
4. **Public Comments:** This item is reserved for comments and questions on topics that are not included on this agenda. Time for public comment is included by default for each item below.
5. **Consent Agenda:** (5 Minutes)

- a. Minutes of Meetings
 - i. Regular Board Meeting: August 14, 2024
 - ii. Superintendent Evaluation Committee: August 28, 2024
- b. Policy Title: 2.3 Financial Condition and Activities
 - i. Approval of Bills
- c. Policy Title: 2.7 Compensation and Benefits
 - i. Approval of Teacher Contracts
 - 1. Eliza Prescott: JFK, Multi-Lingual Long-Term Substitute

***Motion made to accept consent agenda**

***Motion passes unanimously**

6. Community Engagement (Policy 4.2.1): (20 Minutes)

- a. Discussion: Recent Community Activities by Board
 - i. Nicole gave an update on the Commission on the Future of Public Education. Three meetings have been held and all minutes and recordings are on the website. The Commission recently adopted 2 frameworks and guiding principles for a work and community engagement plan. Additional updates from Nicole can be found by accessing [this](#) link.
 - ii. Isaiah noted that Winooski School District has a new food service company, Genuine Foods, and the first meeting with the Food Committee will be meeting with them on 9/18 at 3 pm to discuss food choices for students in the district and what students would like to have served for meals.
 - iii. ARSC started, the first meeting was on Monday, 9/3. The committee structure will be changing for the better. Youth feedback at the last meeting was great. Isaiah invited community members to join the meeting, it is not only for WSD students.
 - iv. Back to School BBQ was fun and had a great turnout with many excited students and families.
 - v. A presentation for the Library at the O'Brien Center took place. The plans were shared with the community. The library will be updated as will the health center, and a Dental clinic will be added, a plan to add a professional-grade community kitchen has also been included in the project.
 - vi. Elom will be writing the next board newsletter.
- b. Discussion: Community Engagement Document
 - i. This item will be a regular agenda item and the board will discuss it further at the next meeting.

7. Executive Limitations (Policy Section II): (20 minutes)

- a. Policy Title: 2.1 Treatment of Students, Parents/Guardians & Community
 - i. Discussion/Action: Policy 2.1 Monitoring Report
 - 1. The interpretation section of this report notes no change.
 - 2. Wilmer noted that the last time this report came to the board he noted that the district was not compliant because steps are being taken to bring us into compliance he feels that he can say we are compliant in the current report.

3. Nicole - question about administrative procedures, she was unaware that many were developed and inquired on how these procedures are shared to the school and community.
 4. Wilmer notes that the Procedures are under the Board because of past practice but can be moved to a different area of the website if the board directs.
 5. Wilmer notes that procedures are shared with staff directly affected by them when they are prepared and posted.
 6. Nicole would like the board to be notified when a policy requires procedures to be drafted. Wilmer will give notice to the board of procedures related to policy updates, he will address the timeline given for preparation.
 7. **Motion made to accept monitoring report**
 8. **Motion passes unanimously**
- b. Policy Title: 2.3 Financial Condition and Activities
- i. Finance Committee FY 24 FMR and Memo
 1. Kamal reviewed the FMR and the memo. He notes that the deficit listed is due to the increased needs outside of the district related to special education placements. The board discussed had further discussions around this topic and discussed the remainder of the document and memo. The conversation can be viewed by following [this link](#).
 2. **Motion made to accept the FY24 FMR and Memo**
 3. **Motion passes unanimously**
 - ii. Discussion/Action: Issue FY 26 Preliminary Budget Parameters
 1. Wilmer asks the board to give him some parameters for FY 26 that will be voted on in March.
 2. Nicole would like to see different budget scenarios presented to the board. She would like to see information related to programmatic impacts for the school if they were to move forward without a budget increase. The second would be inflationary growth and the 3rd scenario would be keeping our budget as is. It was noted that we are not in a position to add positions, (level funding, level services, and inflationary).
 3. Isaiah would like to see a community event, similar to last year, to help inform all residents and not just Budget Buddies.
 4. More details about parameters around the FY26 budget can be viewed by following [this link](#).
- c. Policy Title: 2.8 Communication and Support to the Board
- i. Discussion/Action: September Superintendent's Report to the Board
 1. Wilmer gave a review of the start of the year and his September Report to the Board.
 2. Nicole Mace noted that she was sad to hear that Jason Ziter will be leaving the district, she noted that students are feeling this loss as well. Wilmer echoes this sentiment and speaks to Jason as a person not just his role as SRO. He notes that this allows the district to move forward with the implementation of the new model for the SRO with fidelity moving forward.

3. He made note that the school has asked to be involved in the hiring of the new SRO but ultimately the decision is that of the City, not the school.
4. Elom asked if the later start to school has had a positive effect on the number of tardy students seen in the district. She also asked if students were being engaged in some type of physical activity during the early arrival to school before classes started.
5. Isaiah asked for an update regarding the current traffic pattern around the school. Cheyne said that it's getting better day by day, speed bumps are in and signage is up. He's seeing an overall improvement in traffic flow. Isaiah is also wondering what traffic control will look like when Jason is no longer on-site in October. Cheyne and Jason are working to address this need.
6. Robert - A Joint Meeting with the City will take place on 11/4.
7. **Motion made to accept the Superintendent's Report**
8. **Motion passes unanimously**

8. **Governance Processes (Policy Section IV):** (45 Minutes)

a. Policy Title: 4.1 Governing Style

i. Discussion/Action: Policy 4.1 Board Monitoring Report

1. Robert asks the board if they have questions, comments or changes they would like to make to the monitoring report. Nicole felt it was an honest assessment of the board. Wilmer noted that he felt it was a good report.
2. Kamal asks if this can be made public to the community through the newsletter or a QR code. Robert notes that it will be added to the website once approved.
3. **Motion made to accept the report**
4. **Motion passes unanimously**

***Robert noted that the next board monitoring report will be Policy 4.3 and reminded Kamal that he will be in charge of putting that report together.**

b. Policy Title: 4.2.2 Create Written Governing Policies

i. Discussion/Action: Policy Second Read and Approval for Adoption

1. E21 Distribution of Non-School Sponsored Literature in Schools

- a. Robert asked for comments/discussion regarding this policy. Wilmer noted that there were very few edits that were requested by the board and reviewed the edits that were made.
- b. **Motion made to adopt the policy by N. Mace**
- c. **Motion passes unanimously**

***This policy will be adopted at the October board meeting. Krista and Wilmer to put new policy adoption procedure in place ASAP**

ii. Discussion/Action: Policy First Read

1. D3 Responsible Use of Technology

- a. Policy updates are due to changes that are recommended by the VSBA.
- b. Matt reviewed some of the steps that are taken by the district with wifi access and school device access.
- c. Kamal asks about security measures in place around accessing the school's network. He also asks if this information has been shared and if education

around this has been shared. Matt reiterates that we have multi-level tiers of protection for those coming in and going out of our network. He notes that staff training does happen and we have responsible use training by Drew Blanchard for students.

2. E20 Community Use of School Facilities

- a. Nicole Mace asks about a previous policy for Community Use of School Facilities. She was not able to find the policy on the website and it is noted that we have a procedure in place but not a policy. She is in support of a policy that outlines community use of facilities.
- b. It was noted that the District does not automatically deny for-profit organizations. The current fee structure is for fee purposes only and not to determine which events take priority.
- c. Wilmer notes that the current priority is based on school functions. Priority for outside groups has been determined on a first come first serve basis in the past but is currently being reexamined.
- d. The ML system was reviewed with the board.
- e. No further questions were discussed

3. PG 3.4 Monitoring Superintendent Performance

- a. Robert reviews the monitoring report and how it is used.
- b. Two changes were made:
 - i. Strike reference to the elements of the Superintendent Evaluation tool as a monitoring device for the Superintendent and allows the board to use a broader tool for Superintendent monitoring.
 - ii. Gives the option of using a tool annually if desired by the board

iii. Discussion: Policy Adoption Process

1. Board member Nicole to report on whether our process can be streamlined

- a. The process can be streamlined. If we state on our website 10 days prior to a board meeting that with a policy up for adoption.
 - b. The board and Superintendent discuss the best way to move forward with this process. It was determined that policies approved for adoption will be noted in meeting minutes and on the board webpage. Nicole believes this practice meets our legal obligations for policy adoption
- c. Policy Title: 4.8 Governance Investment
- i. Board Learning: Selected Book Case
 1. Robert suggests that the board table this for tonight. The board is in agreement.
 - ii. Board Learning: Ends Statement Indicator of Compliance
 1. Wilmer notes that the board can choose to table this for the next meeting this means the board will have 3 or 4 items to discuss for the next meeting.
 2. Board decides to table this item.

*The board discusses moving these items to the beginning of the agenda, similar to the placement of Community Engagement items.

iii. Discussion: VSBA Conference Member Attendance

1. Board members noted who will be attending.
- iv. Discussion/Action: Voting Delegate for VSBA Annual Meeting

1. The voting delegate represents the board on how they feel about the resolutions. A meeting to review resolutions will take place on 9/7. The board will discuss the resolutions at the October meeting.
 2. The business meeting will take place on 10/17 at 6 pm and is virtual.
 3. Isaiah is nominated to be the WSD voting delegate
 4. The board unanimously agrees and Isaiah accepts
- d. Policy Title: 4.9 Board Committee Principles
- i. Discussion/Action: Review Committee Membership
 1. Finance Committee - Nicole Mace and Kamal Dahal
 2. Negotiations Committee - Robert Millar and Isaiah Donaldson
 3. Scholarship Committee - Nicole Mace and Elom Essiba - Proposed changes by the board were a little late in the process and were not implemented last year. Nicole notes that Karen Greene will be retiring early and a replacement needs to be found to keep the committee functioning.
 4. ARSC - Isaiah Donaldson is the board representative for this group.
 - ii. Appoint Negotiations Committee Members
 1. Robert and Isaiah will continue with the Negotionas Committee with the understanding that the board as a whole will provide guidance when items come up.

9. **Next Agenda:** (5 Minutes)

- a. Revised timeline for the agenda in regards to board work.

10. **Upcoming Important Dates:**

- a. 9/13: The Flynn: Playing Fields - Cirque Kikasse's Circus Performance, 6:00 pm
- b. 9/20: Veggie VanGo
- c. 10/9: Regular Board Meeting, 6:00 pm
- d. 10/9: WMHS Parent Teacher Conferences, Early Release at 11:00 am, JFK In-service
- e. 10/10: No School Pre-k - 12, Full day JFK Inservice, WMHS In-service 8-11 am, WMHS Parent Teacher Conferences 12:30 - 3:05 pm
- f. 10/11: No School Pre-k - 12

11. **Adjourn:** 8:58 pm