



Winooski School Board of Trustees  
Regular Meeting  
Wednesday, December 11, 2024, 6:00pm  
WSD Library Learning Commons or via Google Meet  
Google Meet Link: [meet.google.com/szx-gwkh-oe](https://meet.google.com/szx-gwkh-oe)

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.

1. **Call to Order:** 6:01 pm
  - a. The meeting was called to order by Board Chair Robert Millar at 6:01 pm
2. **Agenda Review and Adjustments:**
  - a. Move item 6a.i to Governance Process; it will now be item 8a.i.
  - b. Table item 8a.i, Policy 4.7 Board Monitoring Report, until the January Board meeting This may mean the board has two monitoring reports due in January
  - c. Add item 7d.i to Executive Limitations, Discuss additional spending of, Professional Development funds for Superintendent Chavarria.
3. **Announcements and Recognition:**
  - a. Robert Millar will be up for re-election in March. He does plan to run again.
  - b. Kama Dahal recognizes Karen Green for her 37 years of service to our district and thanks her for all she has done.
4. **Public Comments:** This item is reserved for comments and questions on topics not included on this agenda. Time for public comment is included by default for each item below.
  - a. None
5. **Consent Agenda:** (3 Minutes)
  - a. Minutes of Meetings
    - i. Regular Board Meeting: November 13, 2024
    - ii. Special Board Budget Meeting: November 20, 2024
    - iii. Special Board Budget Meeting: December 4, 2024
  - b. Policy Title: 2.3 Financial Condition and Activities
    - i. Approval of Bills
  - c. ***Robert Millar looks for a motion to accept the consent agenda.***

- d. *Isaiah Donaldson – “So Moved.”*
- e. *Passes Unanimously.*

6. **Executive Limitations (Policy Section II)**: (45 minutes)

- a. Policy Title: 2.7 Compensation & Benefits
  - i. Discussion/Action: Policy 2.7 Internal Monitoring Report
    - 1. Wilmer reviewed the report and noted little change from the previous year. His interpretation is still the same and he reports compliance overall. He notes that this policy is unique because evidence of compliance is seen throughout the year through financial management reports and consent agenda information that is shared monthly.
    - 2. The Board Chair asks for comments from the Board or Public. None noted.
    - 3. ***A motion is made to approve Policy 2.7 Internal Monitoring Report***
    - 4. ***Motion passes Unanimously***
- b. Policy Title: 2.4 Financial Planning and Budgeting
  - i. Budget Presentation V3 and Q & A
    - 1. Superintendent Chavarria shares his presentations and reminds those in attendance that the Board has one meeting scheduled before voting to adopt the school budget. To view this presentation please click on [this link](#).
  - ii. Budget Buddy Feedback
    - 1. Robert Millar asks for comments or questions from the WSD Budget Buddies.
    - 2. None shared.

***\*Board Chair Robert Millar calls for a five-minute break at 7:16 pm***

***\*The meeting is called back to order at 7:24 pm***

- c. Policy Title: 2.8 Communication and Support to the Board
  - i. Discussion/Action: December Superintendent’s Report to the Board
    - 1. Superintendent Chavarria reviews the process involved in making weather-related decisions about school closures. And notes that these decisions are not easy and are always made with the safety of our traveling students and staff in mind.
    - 2. Superintendent Chavarria clarified information about safety/egress drills. He noted that extreme weather conditions can be the catalyst for rescheduling these drills.
    - 3. The Superintendent shared a letter from Principal Berthiaume in his Report to the Board. This letter gave an overview of enrollment trends at tech centers and factors that have been affecting enrollment numbers. Board member Nicole Mace noted that she was thankful for this information and is interested in hearing more about why students are choosing to leave programs; is it due to a readiness issue or preference? To hear the full discussion, please view [Winooski School Board 12/11/2024](#).
    - 4. The Board reviewed the update on the broken doors at the Main entrance to the school. Facilities Manager Cheyne Racine gave an update on the situation and reviewed the steps he has taken and is still working on to get the door repaired as quickly as possible. Cheyne also noted that because of the issue with the front

door he will be working with the Kelly Bros. tech when he is on site to proactively check all other doors with similar fixtures.

5. The Board discussed questions that were raised about the role of voters in creating, transferring, or using reserve funds. Sarah Haven consulted with different sources and confirmed that voters must approve the creation of new accounts or the use of reserve funds for purposes other than originally established. There is potential for renaming the account that is currently holding the Capitol Fund.

**6. Robert Millar looks for a motion to accept Wilmer's Superintendent Report.**

**7. Passes Unanimously.**

- d. Discussion/Potential Approval of additional spending of Professional Development Spending for Superintendent Chavarria
  - i. Wilmer shared that Board Chair Millar had questions about the need to approve additional spending for a PD opportunity. Wilmer felt this approval was not needed but because it is an item that directly impacts him a second layer of oversight was best practice. This opportunity is at Harvard and would cost an additional \$3100 to be moved to his PD budget line.
  - ii. Board Member Nicole Mace appreciates the sensitivity around this issue but does not feel the board needs to approve this item because the District will not be deficit spending for this need. Board Chair Millar agrees with board member Mace.

**7. Governance Processes (Policy Section IV): (30 Minutes)**

- a. Policy Title 4.2.1: Community Engagement:
  - i. Discussion: Recent Community Activities by Board
    1. Nicole Mace gave an update on the commission she is a part of, we are trying to finalize a report that goes to the legislature. The legislature gave the directive to come up with an idea for short-term cost containment by Dec. 15th. This was not an easy task with such a short timeline but the education finance committee had enough time to brainstorm and generate possibilities and a time frame for the earliest implementation. The Finance committee met and the Secretary of Education said that if that type of list was included in the report she wouldn't endorse the report. We have encouraged her to help by writing some language that services some of the main policy areas that the agency thinks we should be exploring. We Looked at future considerations for Vermont, moving towards a different funding formula, and learned a little bit about a foundation formula (state saying how much you can spend). There has been a lot of talk from the governor about what needs to be done about education in Vermont.
- ~~b. Policy Title: 4.1 Governing Style~~
  - ~~i. Discussion/Action: Policy 4.7 Board Monitoring Report~~
    - 1. This item has been tabled and will be on the agenda for the January meeting.**
- c. Policy Title: 4.2.2 Create Written Governing Policies
  - i. Action: Public Hearing and Adoption of Policies
    1. D21 Educational Support System



- f. Policy Title: 4.8 Governance Investment
  - i. Discussion: Board Self-Assessment Results
    - 1. Board Chair Robert Millar looks to board members for general comments, strengths, and weaknesses. Robert noted a more cohesive feeling this year than last and noted more work to be done on measurable policies and stakeholder involvement.
    - 2. Nicole Mace I felt like the monitoring area had the most sort of differences of opinion. Most of the other areas and setting performance goals for the superintendent and district seem to be spread there. We are continuing to spread our skills. We have adopted most of the policies we need to adopt, but now how to monitor them
    - 3. Robert Millar shares that the VSBA seems to be doing more of policy governance. So maybe we will have more personal development. Next year as we continue, we will move away from this tool. This is more for boards that don't use policy governance. We would be using our monitoring reports. The conversation in its entirety can be [viewed here](#).
  - ii. Set New Board Stipend Amount to be on the Ballot
    - 1. The Board discussed increasing the stipend amount from \$500/\$550 to \$1000/\$1500. With recent budget conversations, the board decided to hold off on this decision until a Budget has been adopted.

8. **Next Agenda:** (3 Minutes)

- a. Board member Isaiah Donaldson would like to add an agenda item for public feedback on the next budget meeting agenda.

9. **Upcoming Important Dates:**

- a. December 14, Community Lunch and School Budget Discussion
- b. Wednesday, December 18, WSD Special Board Budget meeting, 6 PM, Library Learning Commons
- c. Friday, December 20, Veggie VanGo
- d. Monday, December 23 - Tuesday, January 1, Winter Break - No School

10. **Adjourn:**

- a. *Board Chair Robert Millar looks for a motion to adjourn*
- b. *Motion Passes Unanimously*
- c. *The meeting adjourned at 8:40 pm*