



Winooski School Board of Trustees
Regular Meeting
Wednesday, January 8, 2025, 6:00 pm
WSD Library Learning Commons or via Google Meet
Google Meet Link: 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.

Attendees: Wilmer Chavarria, Robert Millar, Sarah Haven, Isaiah Donaldson, Nicole Mace, Jordan Matte, Matt Gile, Krista Parisi, Cheyne Racine, Matt Gonzalez, Judith Lance, Jacie Barber

Virtual Attendees: Kamal Dahal, Elom, Essiba, Riley Livermore, Lynna Turner, Jaycie Puttlitz, Elijah Phillips, Thomas Shearer, Cathy Kelley, Erin Hurley, Elizabeth Ortiz, Caitlin MacLeod-Bluver.

1. **Call to Order** (5 Minutes)
 - a. Robert Millar **called the meeting to order @ 6:01 pm**

2. **Agenda Review and Adjustments:** (5 Minutes)
 - a. Robert Millar states that there is one adjustment at the request of administration 6A (3) should read \$12000, not \$40, 000.
 - b. Robert Millar we need to table 7(a)i Policy 4.7 Board Monitoring Report until the next meeting, it wasn't ready for the packet this time

3. **Announcements and Recognition:**
 - a. National Day of Mourning Honoring President Carter, Jan 9, 2025
 - b. Other Announcements and Recognitions
 - i. Martin Luther King Day is January 20th
 - ii. Elom has a birthday this month

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.
 - a. Matt Gile- Reminded those attending that this is a community that supports its schools. He made note that the last budget passed with 69% in favor. He also noted that the union is ready to work with the board

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

- a. Minutes of Meetings
 - i. Regular Board Meeting: December 11, 2024
 - ii. Board Budget Meeting: December 18, 2024
- b. Policy Title: 2.3 Financial Condition and Activities
 - i. Approval of Bills
- c. ***Robert Millar looks for a motion to approve the Consent Agenda***
- d. ***Isaiah Donaldson makes a motion to approve***
- e. ***Motion passes unanimously***

6. **Executive Limitations (Policy Section II):** (20 minutes)

- a. Policy Title: 2.4 Financial Planning and Budgeting
 - i. Action: Approve Announced Tuitions
 1. Wilmer shares that we are required to bring this to the board every year and that the numbers did go up slightly.
 2. Nicole asks what the number of tuition-paying students is. Wilmer shares that we don't have that number tonight but will bring it to the board if they would like.
 3. Nicole shares that it would be useful to have that number in the future and Isaiah notes that a graph showing the information would be useful.
 4. Sarah Haven shares that she believes the number posted to be 17 students that we are sending to other districts. Robert suggests that adding the information to the report next month might be a good idea.
 5. ***Robert Millar looks for a motion to approve announced tuitions for the 25-26 school year***
 6. ***Isaiah makes a motion to accept the approved announced tuitions for the 25-26 school year***
 7. ***Motion passes unanimously***
 - ii. Discussion/Action: Policy 2.4 Monitoring Report
 1. Wilmer Chavarria makes the board aware of very minor modifications to some parts of the interpretation. Nothing of note unless you read something there you are interested in. The first time I reported on this, I was new to the business and understanding the way Winooski does things. I just updated some of my understanding of how we comply with this policy. The Evidence of Compliance remains mostly the same. I just went through each item and ensured that all of these things remain true. Some of these policies overlap with the board's work because it talks about budgeting, so I don't globally speak on compliance with the outcomes of some of that process, but our role in supporting you in making good financial decisions for the district.
 2. No questions from the School Board or the public
 3. ***Robert Millar looks for a motion to approve Policy 2.4 Monitoring Report***
 4. ***Kamal Dahal makes a motion to approve Policy 2.4 Monitoring Report***

- 5. Motion passes unanimously**
- iii. Discussion/Action: \$12,000 toward Support Staff PTO (Paid Time Off)
1. Wilmer gives a brief overview of the memo from the Director of Finance and Operations. The memo requests a one-time use of \$12,000 that would allow our support staff to use up to 2 days of vacation or holiday time for the December break. This came about because of the length and timing of the December break that would have put support staff in a position of receiving a paycheck that consisted of 2 days' pay. It was noted that employees are made aware of the calendar and how pay periods fall at the time of employment and that by signing their contract they enter into that agreement. With that being said such a small paycheck could be a hardship for many and the District would like the Board's approval to move forward with this payment.
 2. The board asked several questions regarding this agenda item. This discussion can be viewed by following the [January 8th, 2025 board meeting](#) link.
 3. **Robert Millar recognizes that this agenda item does not need a motion to accept but due to its complexity would like the board to make a motion.**
 4. **Nicole states that the concern is not about authorizing expenditures but is instead about authorizing paid time outside of what is laid out in the support staff contract. She states that she is comfortable with this as it is a one-time thing due to an elongated winter break.**
 5. **Nicole would like to offer a motion to approve as a one-time deviation from the contract and that if the association would like this to be part of future contracts it will be brought up during contract negotiations.**
 6. **Kamal Dahal voices his desire to be cautious around this type of request and set a precedent that would allow it to become more than a one-time thing. He also feels it is important to show generosity and this decision may help to retrain staff or attract them in the future. He accepts this motion**
 7. **Motion passes unanimously.**
- iv. Budget Adoption
1. Discussion: Final Budget Presentation
 - a. Wilmer shares that the original CLA was said to be 156% but the number came back at 146% which is a drastic change.
 - b. The Board and Superintendent discuss the delay in the Long Term Weighted Average Daily Membership (LTWAD). They hope to have this information from the VT AOE within the next day or so. This number has the potential to affect the budget the board will vote to approve tonight.
 - c. The final recommended budget for FY 26 is **\$33, 289, 732**, resulting in an increase of 4.13%. This recommended budget will result in a total reduction of services totaling **\$971, 134**. This does not include the planned **\$600, 000** reduction in operations which will bring the total reduction to **\$1,571,134**.
 - d. LTWADM change: **-8.2%**
 - e. Per LTWADM spending change: **14.2%**
 - f. Homestead Tax Rate Change: **No Change**

- g. Income-sensitive Tac Rate Change: **-5.8%**
 - h. Isaiah inquires about the changes in numbers from the last budget presentation. Sarah Haven shares that the reduction in staff and the changes that occurred due to those reductions had a direct result on this number.
 - i. Nicole takes a moment to reflect on the reductions that total 7.4 FTE and reminds those attending that this is a significant reduction and was not a decision made lightly by the board. She notes that the board is working to ensure that the reduction doesn't have a negative effect on the student's resources/outcomes and points out the decision was even harder to make because the Board and superintendent did not have the final weighted numbers. She reiterated her support of the current budget and the Board's continued work on approving a budget that follows the downward trend of enrollment.
 - j. The board's full discussion around the budget can be viewed by following the [January 8th, 2025 board meeting](#) link.
2. Discussion: Budget Buddy Feedback
 - a. None provided
 3. Action: Approve Budget and Warnings
 - a. Robert Millar asks the board to review the Warning and confirm that all looks correct.
 - b. Robert lets the board know that he is open to two motions if that feels appropriate. One to approve the Budget and one to approve the Warning.
 - c. Wilmer makes the board aware that the one approval we must have is for the Warning.
 - d. Nicole Mace makes a motion to adopt the warning for the March 3rd and 4th Annual Meeting as presented in the packet.**
 - e. Wilmer notes that we no longer have a separate line item for federal funds. After seeking legal counsel we were informed that the number does not need to be on the warning as long as the information is shared during the budget information sessions. Federal funds have been presented in every Budget review. He notes that articles VI and VIII on the Warning are new, Article VI will allow the community to vote on the Board stipend increase and Article VIII asks the community to vote on the creation of a debt reserve fund in which \$300,000, money included in the FY 26 budget, will be placed as required by the auditors.
 - f. Robert asks for confirmation that the \$300,000 is included in the presented budget and Wilmer confirms.
 - g. The motion to adopt the Warning, made by Nicole Mace, passes unanimously.**
 4. Discussion/Action: Approve Proposed One-time Incentives
 - a. Wilmer Chavarria communicates to the Board that this incentive will allow almost any employee, no matter their seniority, to have the option to voluntarily not seek renewal of their contract for the upcoming year and be

compensated for that with a one-time payment. There are other types of incentives, but those are usually reserved for higher seniority staff or people who are considering retirement. This is not part of the CBA, so the Board is authorizing me to take this incentive to the Union and see if we can agree to temporarily implement this measure until further negotiations.

- b. Further discussion around this agenda item can be viewed by following the [January 8th, 2025 board meeting](#) link.
- c. **Board discussion concludes and Robert Millar looks for a motion regarding this agenda item**
- d. **Nicole Mace makes a motion to authorize the Superintendent to take this incentive to the association for the purpose of negotiating a side letter to the current agreement with the understanding that if it changes substantially it will be brought back to the board.**
- e. **Motion passes unanimously**

Robert Millar asks for a 5 minutes break at 7:15 pm

Robert Millar calls the meeting back to order at 7:20 PM

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

- a. Policy Title: 4.1 Governing Style
 - i. Discussion/Action: Policy 4.7 Board Monitoring Report
 - 1. **Item tabled until the February Board meeting**
 - ii. Discussion/Action: Policy 4.8 Board Monitoring Report
 - 1. Robert Millar makes Board members aware that the current Monitoring Report that is up for discussion has been updated by Board member Elom Essiba. He asks for questions or comments regarding the report.
 - 2. It is noted that the Policy description at the top of the document reads 4.1, but this report is for Policy 4.8.
 - 3. Robert Millar asks for a motion to approve
 - 4. **Nicole makes a motion to approve Monitoring Report Policy 4.8 with the discussed corrections to the top paragraph.**
 - 5. **Motion passes unanimously**
- b. Policy Title: 4.2.1 Community Engagement
 - i. Discussion: Recent Community Activities by Board
 - 1. Robert asks the Board if there are any recent activities to share with the board?
 - 2. Isaiah notes that there were many times over the recent December break to interact with the community.
- c. Policy Title: 4.2.2 Create Written Governing Policies
 - i. Action: Public Hearing and Adoption of Policies
 - 1. F24 Prevention of Conflict of Interest in Procurement
 - a. Robert Millar opens a public hearing for the adoption of policy F24 Prevention of Conflict of Interest in Procurement.
 - b. Isaiah notes that the value change on item #3 of the policy is much lower and the change is appreciated.

- c. No additional comments. The public hearing is closed.
 - d. ***Isaiah Donaldson makes a motion to approve Policy F24 Prevention of Conflict of Interest in Procurement.***
 - e. ***Motion passes unanimously***
 - ii. Discussion/Action: Policy Second Read and Approval for Adoption
 - 1. F26 Security Cameras
 - a. Wilmer informs the board that we do not hold footage because our cameras are motion-based. This policy is to keep us on the safe side and the language here is to say at least 30 days so it doesn't really give you a maximum, although we would not be looking at holding footage on a multiyear nature because that is impractical, most likely unnecessary. Unlike actual records, there are no clear requirements on how long we need to keep video footage.
 - b. ***Robert Millar looks for a motion to approve the second read of F26 Security Cameras.***
 - c. ***Nicole Mace I approve to move the second read of F26 Security Cameras.***
 - d. ***Passes Unanimously.***
 - ii. Discussion/Action: Policy First Read
 - 1. L1 Winooski Sanctuary Schools Policy
 - a. The code L1 stands for Local. This would be the first policy of its kind adopted by the Board if it moves through the process. The work around this policy has been coordinated by a collective of voluntary people from organizations around the state. Including educators, non-profits, lawyers, and independent people interested in pursuing advocacy around this area. In summary, this policy reiterates the rights the school has in terms of what we do with student information, and our relationship with law enforcement, beyond local law enforcement. It will allow us to formally tell staff members where we stand on this topic and authorize the Superintendent to formalize procedures, processes, and resources for families that might need information or might find themselves with questions that are specific to this topic but are also educational in nature
 - b. Further discussion around this agenda item can be viewed by following the [January 8th, 2025 board meeting](#) link.
 - c. The board agrees to have this policy return for a second read.

8. **Executive Session**

- a. Student academic records, suspension, or discipline. 1 V.S.A. § 313(a)(7).
 - i. ***Robert asks for a motion to enter into an Executive Session to discuss student academic records, suspension, or discipline.***
 - ii. ***Isaiah Donaldson - "so moved" and invites Wilmer to join the Executive Session.***
 - iii. ***Motion passes unanimously***
 - iv. ***The Board enters into Executive Session at 8:16 PM***

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

- a. Nothing discussed

10. **Upcoming Important Dates:**

- a. Thursday, January, President Carter's National Day of Mourning
- b. Friday, January 17, Veggie VanGo
- c. Saturday, January 18, Peace Jam Clothing Drive @ the O'Brien Community Center
- d. Monday, January 20, No School (Martin Luther King Day)
- e. Tuesday, January 21 - Friday, January 24, WHS January Exposition of Learning
- f. Friday, February 7, Veggie VanGo
- g. Wednesday, February 12, Regular School Board Meeting

11. **Adjourn:**

- a. *Robert Millar asks for a motion to adjourn*
- b. *Isaiah Donaldson makes a motion to adjourn the Board meeting*
- c. *Motions passes unanimously*
- d. *Meeting adjourned at 8:41 pm*