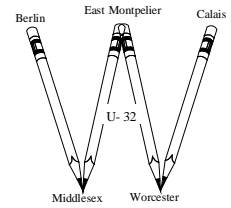


Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761



Washington Central Unified Union School District Board Meeting Agenda U-32 Gallison Hill Rd. Montpelier, VT

8.11.21 6:00 PM – 9:00 PM

Virtual Meeting Information:

<https://tinyurl.com/4836h4cn>

Meeting ID: 816 1769 7413

Password: 463724

Dial by Your Location: 1- 929- 205- 6099

- | | |
|---|------------|
| 1. Call to Order | 3 minutes |
| 2. Welcome | 15 minutes |
| 2.1. Reception of Guests | |
| 2.2. Public Comments –Time limit strictly enforced, see note | |
| 2.3. Agenda Revisions | |
| 3. Board Operations (Discussion/Action) | 55 minutes |
| 3.1. New Board Members | 20 minutes |
| 3.1.1.Executive Session- Appoint members from the towns of Middlesex, Worcester, and Calais (Discussion/Action) | |
| 3.2. Notice of Open Meeting Law Violation Public Response – pg. 3 | 10 minutes |
| 3.3. U-32 Student Dismissal Time – Community/Student Engagement Plan: September 1, 2021 6:00 PM | 10 minutes |
| 3.4. Meeting Schedules for FY 21-22 | 5 minutes |
| 3.5. Board Retreat Date/Planning | 10 minutes |
| 4. Reports (Discussion/Action) | 45 minutes |
| 4.1. Student Reports | 5 minutes |
| 4.2. Superintendent | 15 minutes |
| 4.2.1. COVID-19 Update | |
| 4.2.2. Plans for the beginning of the school year | 5 minutes |
| 4.3. ESSER Funds “Recovery” Plan | 10 minutes |
| 4.4. Central Vermont Career Center Governance Study Committee Update – pg. 7 | 10 minutes |
| 5. Finance Committee(Discussion/Action) | 35 minutes |
| 5.1. Celebrations and Accomplishments – pg. 15 | 5 minutes |
| 5.2. End of Year Fund Balance Report - pg. 17 | 10 minutes |
| 5.3. Construction/Capitol Projects Update – pg. 31 | 10 minutes |
| 5.4. ESSER III Update and Reserve Fund Balance – pg. 32 | 5 minutes |
| 5.5. VSBA Dues – pg. 34 | 5 minutes |

6. Consent Agenda (Action) 10 minutes
 - 6.1. Approve Minutes of 6.23.21 and 7.26.21 - pg. 38
 - 6.2. Approve Board Orders
7. Personnel (Action) 10 minutes
 - 7.1. Approve New Teachers, Resignations, Retirements, Leave of Absence and Changes in FTE – pg. 48
8. Executive Session – Student Matter 10 minutes
9. Future Agenda Items
 - 9.1. WCUUSD Name
 - 9.2. Assessment Needs for Building Bright Futures
 - 9.3. Diversifying Educator Work Force
 - 9.4. Net Metering Proposal
 - 9.5. Strategic Planning
 - 9.6. Superintendent Report for Curriculum Review Process
 - 9.7. Exploration of Financial Reports as discussed
 - 9.8. Discussion of BLM, climate check-ins(regarding worries of prejudice and bias in buildings)
 - 9.9. Transportation Committee
 - 9.10. Mode of future meetings (remote/in person)
 - 9.11. Coalition for Vermont Student Equity Request for Funding
10. Board Reflection
11. Public Comments 10 minutes
12. Adjourn

Note: To ensure the board has time to conduct its business, the board will adhere to a strict 1.5-minute public comment time limit per person. Microphones will be muted when time is up. If there is not enough time on the agenda for all members of the public wishing to comment at the beginning of the meeting, there is additional public comment time at the end of the meeting.

WCUUSD Board Norms - Adopted November 18, 2020

- **Public input** – Notify the community about public forums and opportunities for public comment at board meetings.
- **Community involvement during regular meetings of the board** – Every meeting will include at least one opportunity for public comment. Public comment is an opportunity for board members to listen and ask clarifying questions. If a board member feels a concern raised in public comment warrants further board discussion, they may request that the issue be added to a future agenda.
- **Community dialogue** – The board may periodically schedule community forums that allow for dialogue, questions and answers from the board or the district leadership team.
- **Stay on time** – Start and end on time. The chair may appoint a time-keeper.
- **All voices will be heard** – Every board member gets a chance to speak. Some topics warrant having each board member speak in turn to ensure full representation.
- **Reflection** – To allow time for reflection, the chair and agenda steering committee will plan time for complex or contentious issues to be discussed at more than one meeting before the board votes, except where a decision is urgent.
- **Announcements in reports** – Announcements from the administration will appear in the reports and not as discussion items.
- **Role of the board** – At the end of each board meeting reflect on whether the board remained focused on its policy-making and oversight role during the meeting, rather than operational details that are the responsibility of leadership team.
- **Respect each other** – Listen, allow others to be heard, share concerns, assume positive intentions, be present, celebrate successes.

Sorsha Anderson
379 Center Road
Middlesex, VT 05602
(802) 595-0069

July 21, 2021

Flor Diaz Smith, Chair of Washington Central Unified Union School District

RE: Notice of Violation of Vermont's Open Meeting Law

Though the board meeting on June 23, 2021 was properly warned, I believe the agenda violated the intent of the public meeting law. From the Secretary of State's Office (bolding mine):

"The open meeting law does not define "agenda" or specify the information an agenda must contain, except to require that the agenda designate a physical location where a member of the public can attend and participate in a meeting if a quorum or more members of a public body are attending remotely. 1 V.S.A. § 312(a)(2)(D). In keeping with the law's intent, an agenda should allow interested members of the public to be reasonably informed about what specific topics will be discussed, and what actions may be taken, at the meeting."

The agenda failed to note that action would be taken on changing the length of the school day for U32 students and also failed to note the change would include a \$241,000 spending increase. Item 4.2.5. School Time Proposal, was not specifically noted for action and is woefully vague. The item's grouping under the Superintendent section along with 'Covid-19 Update' and 'Curriculum Management Review Report' does not allow a reasonable person to suspect a quarter of a million-dollar spending increase or a change to the length of the school day, which has remained unchanged decades.

This is a significant change which impacts families and could increase the length of some student days by far more than the additional 20 minutes in the building. The addition of 4 buses to the current fleet and combining the U32 and elementary populations on some buses will increase afternoon bus commutes for many with already long bus rides; and the spending increase is not a one-time expense but has repercussions for years to come.

Infinite campus allows efficient notice to families when impactful changes such as these are being considered. Instead, families and communities were completely excluded from the pre-approval process. We can do better in this post-consolidation era. Though I have no doubt all involved were well-intended, please acknowledge this oversight and make this right for the electorate.

I ask that you remedy this situation by nullifying the June 23, 2021 action taken on agenda item 4.2.5 and properly warn this item for a future meeting - preferably, when better data is available on the full impact to students.

Pursuant to 1 V.S.A. § 314(b)(1)-(3), please send a response within 10 calendar days.

Thank you

Sorsha Anderson
Middlesex, Vermont

----- Forwarded message -----

From: Flor Diaz-Smith <fdiazsmith@u32.org>

Date: Fri, Jul 30, 2021 at 12:29 PM

Subject: Re: Change to student school day/response to notice of violation of open meeting law

To: Sorsha Anderson <sorsha.anderson@gmail.com>

Cc: WCUUSD School Board <wcuusdsb@u32.org>, Jennifer Miller-Arsenault <jmillerarsenault@u32.org>

Dear Sorsha,

Thank you for your July 29 email outlining your legal analysis about the Board's obligations. I appreciate it. The Board will meet on August 11 to consider the "Notice of Violation" you sent on July 21, and will respond publicly thereafter. You are correct that the statute, 1 VSA § 314(b)(2), calls for the Board to respond publicly to an alleged violation of the Open Meeting Law within 10 days. While the Board's formal response in this case will take longer than 10 days, I do not believe the Board is in material violation of the law. That is so because, on July 28, within the 10-day period, I informed you by email that the Board's counsel has advised that the Board's actions were not in violation of the Open Meeting Law, for the reasons outlined in my email. Thus, you have been provided with a timely, substantive denial of the alleged violation. As to the failure of the Board as a whole to provide a public response within 10 days, the consequence for that is set forth in section 314(b)(3): it "shall be treated as a denial of the violation for purposes of enforcement of the requirements" of the Open Meeting Law. And of course, that consequence is consistent with the substantive response in my July 28 email.

In any event, I do hope you understand the sentiments I expressed in my prior email – that we should have engaged in better communication with the school community about the proposal to alter the school day schedule and its associated costs, and that we are committed to doing better.

Thank you for your commitment to all our kids and all our schools.

Respectfully,

Flor

On Thu, Jul 29, 2021 at 10:47 AM Sorsha Anderson <sorsha.anderson@gmail.com> wrote:

Hi Flor,

I believe this response is insufficient to answer the open meeting law violation notice. The statute, included below, requires a public response from the public body, not just legal counsel weighing in. I would like a public response, which I understand would require a meeting and vote, on whether the board as a whole agrees or disagrees with the violation notice. Specifically, does the board agree with legal counsel that the agenda item 'school time proposal' was clear enough to alert the public that action concerning transportation changes and increased spending would be considered during the meeting? The 10-day response to the original notice is up tomorrow, however, I would expect a public response by Tuesday, August 3, 2021 before considering this a failure to respond.

Sorsha Anderson
Middlesex, VT

1 V.S.A. § 314. Penalty and enforcement

(2) Upon receipt of the written notice of alleged violation, the public body shall respond publicly to the alleged violation within 10 calendar days by:

(A) acknowledging the violation of this subchapter and stating an intent to cure the violation within 14 calendar days; or

(B) stating that the public body has determined that no violation has occurred and that no cure is necessary.

On Wed, Jul 28, 2021 at 2:42 PM Flor Diaz-Smith <fdiazsmith@u32.org> wrote:

Sorsha,

I consulted with our legal counsel and I am confident that we warned this meeting properly and the actions taken on the June 23rd meeting are all in compliance with Open Meeting Law.

I am attaching the Packet that went out, please see the bold orange squares that respond to the questions you have asked.

-The meeting was properly warned.

-The date and time plus the physical location and the virtual location are correct.-All of the information regarding the Discussion/Action is on page 172 of the

document. Please let me know if you have any further questions on the Open Meeting Notice violation letter you shared.

Now in regards to the change and how this change was communicated, you are right. We should have reached out sooner to families but especially students so that they understood and had a voice on the value of the extended time at school. I agree with you that we can do better and we are working on doing better in how we communicate and engage with all the stakeholders.

The change to the student school day from 8:00-2:35 to 8:00- 2:55. The current teacher workday will not change; it will remain 7:45-3:15. This change falls within the current collective bargaining agreement for the teacher day and allows us the opportunity to add instructional time.

The change allows us to provide better opportunities for all kids. It gives the administrators the ability to expand learning time to improve core academics or enrichment efforts. It is hard for schools to be everything for everyone, at the same time this is an equity issue. Expanding the school day helps all students and can help us reduce the achievement gaps. Many students that struggle or come from disadvantaged families have a lot to gain from spending more time at school. Many students that exceed expectations also have a lot to gain from spending more time at school. Finally it brings parity between all our teachers across the district. They will all be teaching the same amount of time.

We are not done. This is just the first step and as we see how this proposal that was approved unfolds through next year. We will benefit from students and community input starting now as we will need students and community members committed to making the extended days a success.

I know that both the U32 administrators and the Board took a risk in bringing a proposal up and acting quickly on it. But as we continue to rise up together from this global pandemic we know that we have no time to lose in doing all we can to support the best outcomes for all kids.

The August 11th School Board Meeting will include this topic and we will discuss plans to have a community engagement forum on September 1st around this topic and others. That will allow us to better engage with community members and hear your input.

Respectfully,

Flor

Flor Diaz Smith

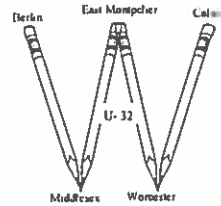
Washington Central Unified Union School District, Chair VSBA Vice President /Central Vermont Region Representative; Building Bright Futures State Advisory Council

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Bryan Olkowski
Superintendent



Memo: Update

Plan for the formation of the Central Vermont Technical Career Center School District

From: Flor Diaz Smith

Here are some highlights of the Committee's work. I am including the last minutes from June 15th and a summary of all our talking points that we sent out to all our members after each meeting.

The committee's first business was to make one of two decisions. The first being CVCC does not need a new governance structure and should continue as the current governance stands. The second decision being to prepare a report to be presented to the State in support of a new governance structure. Ultimately, the service region's voters will make the final decision regarding supporting or denying CVCC establishing a governance structure separate from the BUUSD.

On April 26, 2021 the board unanimously voted to prepare a Change of Governance report in the form of an agreement among the school districts located in the CVCC service region consistent with 16 VSA §1572.

The planning committee, acting pursuant to VSA §1572. is working on writing a plan for the formation of the Technical Center School District.

Members of the Region are:

- Barre Unified Union School District #61; Cabot School District ; Harwood Union Unified School District #42 ; Montpelier-Roxbury School District #69 ; Twinfield Union School District ;Washington Central Unified Union School District #32

We continue to work on drafting the report with Mike Deweese our consultant. We thanked and said goodbye to Penny Chamberlin and welcomed Jody Emerson as the new director of CVCC.

If you have any questions or will like a little more detail, please let me know.

Respectfully,

Flor

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Student Support Coordinator (ext. 1258)

Wayne Tozzi
Co-op Education Coordinator (ext. 1137)



DRAFT

GOVERNANCE STUDY COMMITTEE MEETING

Via Video Conference – Zoom

June 15, 2021 - 6:00 p.m. - 7:30 p.m.

MINUTES

Board Members Present

Kim Bolduc (Bolduc Recycling)
Judy Bourbeau (DOL)
Clifton Long (CVCC)
Jill Remick (Montpelier)

Flor Diaz - Smith (U-32/Wash. Central)
Guy Isabelle (BUUSD Board Member)
Maureen Hebert (Vermont Technical
College)

Non-Board Members Present

Mike Deweese (Consultant)
Stephanie Olsen (Clerk/Recorder)

Jody Emerson (CVCC Director)

Board Members Absent

Pam Benoit (Benoit Electric)
Chris Tormey (Twinfield)

Tim Jones (Harwood)
Janna Osmund (Cabot)

Non-Board Members Absent

Scott Farr (River Valley) - Staff

Guests Present

As the meeting was held via video conferencing, a roll-call vote was taken for each action item. Each Committee Member was individually polled and voted to approve all motions that are listed as unanimously approved.

1. Call to Order: Ms. Flor Diaz-Smith called the Tuesday 15, 2021, Regular meeting to order at 6:02 p.m., which was held via video conference.
2. Additions and/or Deletions to the Agenda
Addition: Open Meeting Law Requirements

3. Approval of Minutes
 - 3.1. **On a motion by Kim Buldoc, seconded by Jill Remick, the Committee unanimously voted to approve the Minutes of the May 20, 2021 Regular Meeting.**
4. New Business
 - 4.1. Open Meeting Law Requirements
 - 4.1.1. Due to Governor Phil Scott lifting the COVID restriction, there must be a physical location for the CVCC Governance Study Committee meetings. The committee unanimously decided to continue meetings with a hybrid model. Meetings will be held at the Central Vermont Career Center in room 136. Stephanie Olsen and Jody Emerson will be on site to facilitate.
 - 4.2. Meeting with Attorney Donna Russo-Savage
 - 4.2.1. The executive committee met with Attorney Donna Russo-Savage in regards to the availability of opportunities for the new governance structure and the process at work. The executive committee reported that Mrs. Russo-Savage will be of assistance with answering questions but cannot give legal advice.
5. Old Business
 - 5.1. Lease Agreement
 - 5.1.1. Attorney Chris Leopold will be working with BUUSD attorney Pietro Lynn regarding lease agreement at the end of the month.
 - 5.2. Draft of Governance Study Committee Report
 - 5.2.1. The committee reviewed the draft sections recommended by Michael Deweese. Members deliberated and discussed each recommendation. The committee will vote on the final sections towards the end of the process.
 - 5.2.1.1. Mission - the committee unanimously agreed upon the recommended mission statement.
 - 5.2.1.2. Article 1: Name and Membership
 - 5.2.1.2.1. Section 1 -Name of District: The committee unanimously approved the recommended name of the district.
 - 5.2.1.2.2. Section 2 - Member School District: The committee unanimously approved the recommendation made regarding membership.
 - 5.2.1.3. Article II: Goals, Duties and Authority
 - 5.2.1.3.1. Section 1: Duties and Authority of the Governing Board
 - 5.2.1.3.1.1. The committee discussed and approved the recommendations brought forth by Michael Deweese.
 - 5.2.1.3.2. Section 2: Student Goals
 - 5.2.1.3.2.1. The committee discussed and deliberated the recommendations regarding student goals. The addition of having students have the opportunity to earn National Recognized Credentials was included in this section.
 - 5.2.1.4. Article III: Board Membership
 - 5.2.1.4.1. Section 1: Composition of Board

- 5.2.1.4.1.1. The committee approved the recommendation made regarding composition of the board
- 5.2.1.4.2. Section 2: Non-Voting Members
 - 5.2.1.4.2.1. The committee reviewed the recommendations and made the addition to include student representation as part of the non-voting members of the board.
- 5.2.1.4.3. Sections 3: Terms of Office
 - 5.2.1.4.3.1. The committee approved recommendations made in regards to terms of office and election cycle of board members.
- 5.2.1.5. Article IV: Board Officers
 - 5.2.1.5.1. Section 1: Officers
 - 5.2.1.5.1.1. The committee approved the recommendations brought forth with the inclusion of a clerk being elected as well.
 - 5.2.1.5.2. Section 2: Election and Term of Office
 - 5.2.1.5.2.1. The committee approved the recommendation of the election and terms of office.
 - 5.2.1.5.3. Section 3: Removal
 - 5.2.1.5.3.1. The committee approved the recommendation of the removal of any board members.
 - 5.2.1.5.4. Section 4: Vacancy
 - 5.2.1.5.4.1. The committee approved the recommendation of the vacancy present on the board.
 - 5.2.1.5.5. Section 5: Chairpersons
 - 5.2.1.5.5.1. The committee deliberated the recommendations and approved what was brought forth in the draft.
 - 5.2.1.5.6. Section 6: Vice Chair
 - 5.2.1.5.6.1. The committee deliberated the recommendations and approved what was brought forth in the draft.
 - 5.2.1.5.7. Section 7: Clerk
 - 5.2.1.5.7.1. The committee discussed the role of the clerk of the board. The committee asked to include language that would allow the clerk to delegate responsibilities as needed to complete tasks at hand.
- 5.2.1.6. Article V: Committees
 - 5.2.1.6.1. Standing and Special Committees:
 - 5.2.1.6.1.1. The board discussed and deliberated the standing and special committees that will be formed with a new governing body. The recommendations were approved in the draft form..
 - 5.2.1.6.2. Membership
 - 5.2.1.6.2.1. The committee reviewed and approved the recommendations regarding membership of committees brought forth in the draft.

6. Committee Comments, Questions, Ideas and Concerns

- 6.1. “Have you been informing the boards you are on for each sending school of the progress being made in the CVCC Governance Study Committee?” The board decided to have a running document of the talking points generated at the end of each meeting that can be brought back to the school board each committee member is serving on. Stephanie will be creating the document and sharing it with the committee members

7. Future Agenda Items

- 7.1. Doodle poll results.

8. Adjournment

On a motion by Flor Diaz Smith, seconded by Jill Remick, the Committee unanimously voted to adjourn at 7:35 p.m.

Respectfully submitted,

Stephanie Oker

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CVCC 1572 Committee

Documentation of Meeting Talking Points

April 15, 2021

1. Re-Envisioning and Governance are two separate initiatives. A new governance structure would not necessarily require Central Vermont Career Center to have a new location.
2. The current governance structure does not focus solely on Career and Technical Education (CTE). In order to include voices from CVCC's service region, CVCC would need it's own governance that would include representation from each sending school.
3. The committee would make one of two decisions. The first being CVCC does not need a new governance structure and should continue as the current governance stands. The second decision being to prepare a report to be presented to the State in support of a new governance structure. Ultimately, the service region's voters will make the final decision regarding supporting or denying CVCC establishing a governance structure separate from the BUUSD.

April 26, 2021

1. Penny Chamberlain, CVCC Director, prepared a chart to show the current state of Central Vermont Career Center with the in place governance structure. Scott Farr, River Valley Technical Center Superintendent, reported how CVCC has the potential to operate with a separate governance structure from the BUUSD. The committee deliberated and asked questions regarding how a new governance structure would affect collective bargaining agreements, curriculum design, superintendent office services, administrative oversight, financial implications, governance, and having a shared campus.
2. The board unanimously voted to prepare a Change of Governance report in the form of an agreement among the school districts located in the CVCC service region consistent with 16 VSA §1572.

3. The committee unanimously voted to collaborate with Attorney Chris Leopold and authorize the executive committee to work with Mr. Leopold to draft a prospective lease between the committee and the BUUSD.

May 11, 2021

1. Attorney Chris Leopold has signed on to work with the CVCC Governance Committee in regards to the lease agreement with the BUUSD.

2. The committee deliberated the options for a future composition of the Central Vermont Career Center board, if a new governance structure was approved. With the suggestions made by the committee, Michael Deweese will be preparing recommendations for the committee to discuss and come to a decision on what composition will work best for Central Vermont Career Center.

May 20, 2021

1. The committee reviewed the recommendations of Mike Deweese regarding the makeup of the new governing board. The committee deliberated and discussed the recommendations. Sixty percent of the board would be populated by each of the service region schools. The remaining forty percent will be populated by at-large members who represent the schools with the larger population in the service region. There will be an odd number of voting members with the chair having a vote only to break a possible tie.

2 The committee reviewed, discussed and deliberated the recommendations brought forth by Mike Deweese surrounding the topic of terms of office for board members. The first six seats designated for each of the service region schools would be elected on an annual basis. The remaining seats would be appointed by a staggered election process.

3. The committee agreed to continue with the current collective bargaining agreement through the NEA if the Central Vermont Career Center gains its own governance structure.

4. Mike presented two options of timelines of the initiative for the committee to consider. The committee agreed to follow the timeline that would have the report prepared and presented to the Secretary of Education between October and December of 2021. Following the approval by the Secretary of Education, the service region would be voting in March of 2022. The first annual meeting would be held in March of 2023 with plans on CVCC operating under its own governance structure for the 2023-2024 school year.

4. The draft of the report that was presented by Mike Deweese at the meeting that was included in the material packet will be used to build the agenda for the upcoming meetings.

June 15, 2021

1. Open Meeting Law Update: The CVCC Governance Study Committee will continue to meet remotely and in order to comply with Open meeting law and provide a physical location for members of the public that wish to attend in person, one staff person or member of the Board would be at the Central Vermont Career Center in Room 136.

2. The Committee discussed the draft report including the following:

Terms of Office for Board Members: 1 years appointed for sending school board members and 3 years elected for at-large members.

Election of Other Officers: This would include students as non-voting members.

Mission: The committee approved using the same mission that is in current use with hopes of the new board making adjustments as they see it.

Name and Membership: Using the same name that we have now, Central Vermont Career and Technical Center.

Goals, Duties and Authority of the Board: The committee reviewed the articles regarding the Goals, duties and authority of the new governing board with approval of the recommendations by Mike Deweese.

3. The executive committee met with Attorney Donna Russo-Savage regarding opportunities that the new governing board will have in regards to by-laws. She will be working with Michael in order to provide what has already been done with Technical Centers who have created their own governance structure. She will also be available as a resource along the process.

June 29, 2021

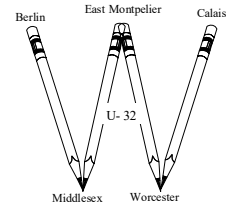
TBD

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Bryan Olkowski
Superintendent



TO: WCUUSD School Board
FROM: Susanne D. Gann, WCUUSD Business Administrator
RE: Celebrations and Accomplishments
DATE: August 4, 2021

CELEBRATIONS

Lori Bibeau retired from the school district on July 1, 2021 following 27 years of service. Lori has been retained by the district as a Mentor/Fiscal Advisor for the new Business Administrator, Susanne Gann, for the upcoming fiscal year, as scheduled by the Business Administrator. We want to thank Lori for her flexibility and willingness to support the district with this transition.

ACCOMPLISHMENTS

The finance staff completed the year-end procedures in NEMRC on June 30, 2021 this year. An enormous amount of work and effort went into completing this on such a quick timetable. Thank you to Lori, Virginia, Matt, Penny, Renee, Shannon and all the school building staff that helped accomplish this.

The school district financials for FY 20-21 were audited August 2 – 6, 2021 by RHR Smith & Company CPA's. Maintaining clean financial data throughout the year makes this process more manageable at the end of the year. No matter how clean the data is, numerous reconciliations, reports and supporting documentation are required to complete an audit. Thank you to Lori, Virginia, Matt, Penny and Shannon for their efforts in facilitating an incredibly smooth audit. A special thank you to Matt for taking the lead with audit preparation this year.

A common challenge at year end is a long list of competing priorities, limited staff and a desperate need for people to take time off. In addition to this, Lori's retirement has created an additional need for training, team development and development of common language and communication methods. Everyone in the Central Office has been extremely welcoming to me and have provided me with support and assistance during this transition. I was able to receive training with Lori the last two weeks of June. While completing the year-end close procedures, we were able to do an overview of fiscal timelines, Finance Committee meetings and the budget process. I was briefed on upcoming projects including

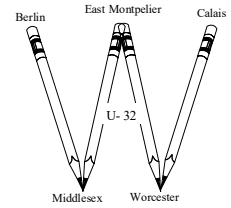
the Transportation Bid, ESSER III grant, Capital Budgets and Plans, the Financial Software conversion and other initiatives. I look forward to working with the Central Office Team, Leadership Team, Finance Committee and School Board as we move into August.

Washington Central Unified Union School District

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Bryan Olkowski
Superintendent



TO: WCUUSD School Board
FROM: Susanne Gann, WCUUSD Business Administrator
Lori Bibeau, WCUUSD Business Administrator (Retired)
RE: Financial Update for Fiscal Year 20-21-Year End Report
DATE: August 4, 2021

This report is the final report for Fiscal Year 20-21. Due to my retirement, the Fiscal Staff broke our prior record for closing the books. On June 30, 2021, the financial system was closed for the year and the new Fiscal Year 21-22 was opened and ready for business. This feat took a considerable amount of planning and team work.

Special thanks to the Fiscal Staff: Virginia Breer, Matt Kittredge, Penny Sanville, Renee Bates, Shannon McGinley and Susanne Gann. Also thanks to the Washington Central Leadership Team, School Administrative Assistants, Heather Magoon and Kim Bolduc who helped ensure their work was completed so this accelerated close could take place.

This financial report reflects the final information currently being audited by RHR Smith. In June, a single audit for the grants was completed and there were no audit findings. Here is the final grant information:

ESSER UPDATE

Washington Central Unified Union School District (WCUUSD) received approval for ESSER I & ESSER II grants which will be spent by June 30, 2021. Here is a summary of the ESSER grant information as of today:

1. ESSER I Grant \$243,331
2. ESSER II Grant \$1,108,477 up from the original amount of \$923,131
3. ESSER III allocation is \$2,480,120.
 - a. The deadline to spend this award is September 30, 2024.
 - b. We have completed the initial work to secure the grant by submitting the Recovery/Moving Forward Plan and the initial application.
 - c. We are awaiting guidance on the allowable uses for ESSER III grant funds.

This report describes the use of the ESSER funds and how they impact the projected fund balance.

ESSER I \$243,331

Washington Central UUSD received approval to spend \$243,331 as follows:

- Remote Instruction \$99,991
- Health Services-Additional Nurse time and COVID-19 Coordinator \$142,675
- Independent Schools share \$665

ESSER II \$1,108,477

Washington Central UUSD received approval to spend \$1,108,477 as follows:

- Remote Instruction \$512,362
- LEA staffing needed to manage the COVID-19 response **\$421,256 was \$235,910**
- Costs associated with increased staff necessitated by the COVID-19 response and recovery \$174,859.

The Town Meeting Warning-Article 7 was approved by voters. This article authorizes the School Board to control and direct the use of Fund Balance for operations. By utilizing ESSER I & ESSER II funds for budgeted items, this creates an increase in the Operating Fund Balance. This will provide less restrictions and deadlines than the ESSER II grant. It will also provide an opportunity for the School District to utilize funds for strategic planning, recommendations from the curriculum management review etc. as we work to develop and implement district improvement initiatives.

Operating Fund Balance Update

- The operating fund balance is projected to increase since the June report. The primary reasons are: the use of ESSER Grants to pay staffing costs, unspent budgeted funds due to the pandemic and the decline in enrollment of Special Education students.
 - The Fund Balance is projected to be \$2,666,659.
 - After the reduction of \$596,203 in current reservations, the available operating fund balance is \$2,070,456. This is \$1,361,846 over the 2% target.
- Using the latest information available, here is a list of the changes since June that are included in the June projections:
 - At the June 23rd meeting, the School Board authorized the use of fund balance as follows:
 - Additional expense to transfer to the Capital Fund \$1,000,000.
 - Reservations for Fiscal Year 21-22:
 - Additional expense for Paraeducators \$31,368 less offsetting revenues of \$17,566 for a net amount of \$13,802.
 - Additional expense for Student Transportation Services to extend the student day \$121,000.
 - Final transactions noted as June 2021 #2:
Revenue Changes:
 - Miscellaneous & Interest Income \$59,420

- Special Education Reimbursements(\$9,961)
- Expense Changes:
- The final purchasing and staffing costs for the year resulted in additional savings of \$244,525
 - Special Education Program \$62,712 due to the decline in enrollment.

Capital Funds

When Washington Central Unified Union School District merged on July 1, 2019, the capital funds were restricted to the Separate entities. These balances have been tracked in separate accounts until they are expended in full. Here are the highlights for FY 20-21:

Beginning balances of July 1, 2020:

- Berlin \$451,588
- Calais \$130,849
- East Montpelier \$907,669
- Middlesex \$72,995
- Worcester \$234,448
- U32 \$632,091
- Central Office \$117,370
- WCUUSD \$26,383

Total Beginning Balances \$2,573,393

Revenues:

- General Fund Transfer \$706,522
- Additional Fund Transfer \$1,500,000+\$1,000,000=\$2,500,000
- Interest Income and Miscellaneous Income \$45,610

Total Revenues \$3,252,526

Expenses:

NOTE: The Board Approved District Funds to cover the project costs beyond the beginning balances:

- Berlin \$590,753
- Calais \$135,717
- East Montpelier \$1,634
- Middlesex \$173,421
- Worcester \$313,208
- U32 \$660,985
- Central Office \$21,829
- WCUUSD \$110,995

Total Expenses \$2,008,542

Projected ending balances of June 30, 2021:

- Berlin \$0
- Calais \$0
- East Montpelier \$906,035

- Middlesex \$0
- Worcester \$0
- U32 \$0
- Central Office \$95,541
- WCUUSD \$2,815,801

Total Projected Ending Balances \$3,817,377

Food Service Programs

Due to the pandemic from March 2020 and for most of this fiscal year, the Food Service Programs have covered the unanticipated expenses by funding from grants. The grants include: LEA-Cares Relief Act, CRF-Summer Food Service and CRF-Food Service Equipment. The programs have shifted to universal free meals which requires specific meal planning to comply with the necessary meal components to receive Federal Reimbursement.

Although universal free meals have been available, many families are not participating this year. Here is a summary of the students eating by building using the information through June 30, 2021:

	<u>Breakfast</u>	<u>Lunch</u>
Berlin	34%	72%
Calais	30%	49%
East Montpelier	34%	51%
Rumney	36%	56%
Doty	32%	57%
U32	7%	24%

The attached reports provide a District comparison and historical trends for each program. The Agency of Education Child Nutrition Program has not provided the final commodities amount yet. The report will be updated when the information is available. This entry does not impact fund balance as the same amount will be recorded as revenue and expense for each school.

Washington Central Unified Union School District recently received notification from the Vermont Agency of Education Child Nutrition Program that the net cash resources for the Food Service Programs exceeded the limits established by Vermont law. The maximum amount by law for Fiscal Year 19-20 was \$156,447 and Washington Central UUSD ended the year with \$214,208. As you may recall the Cares Relief Food Service allocations resulted in Washington Central reopening the financial records for Fiscal Year 19-20. In reviewing the situation, the voter approved transfer of \$149,115 from the operating budget resulted in the excess amount for FY 19-20.

To respond to the Agency's finding, we received approval to not transfer this year's budget amount of \$149,115. Without the transfer, the Food Service Fund Balance at June 30, 2021 is \$126,496 which is below the state formula.

Community Connections

The Community Connections program closed the year with a Fund Balance of \$80,834. This is due to the new grant support, along with the support of the Cares Relief Grant this year. At this time, we are projecting the program will break even using the Fund Balance for FY 21-22.

Self-Funded Accounts-Dental Insurance and Health Reimbursement/Section 125(Medical Spending/Dependent Care)

Here is the fiscal year-end balances for the Self-Funded Accounts:

- Dental Insurance program \$107,213.
- Health Reimbursement/Section 125 Medical Spending/Dependent Care Account \$645,262.

Other Funds

Special Revenue Funds

The Special Revenue Accounts (Miscellaneous Grants) revenues and expenses totaled \$3,093,241. Please note: This did not include the Cares Relief Grants, Efficiency Vermont Grants or Food Service Grants which were tracked in separate funds and crossed fiscal years.

Permanent Funds

The Permanent Fund ended the fiscal year with a balance of \$5,773.

Trust Funds

The Trust Funds (Scholarship and Miscellaneous) ended the fiscal year with a balance of \$82,276.

Agency Funds

The Agency Funds (Student Activities) ended the fiscal year with a balance of \$150,467.

Washington Central Unified Union School District
FUND BALANCE SUMMARY
Fiscal Year 2020-2021
As of June 30 2021-PRE-AUDIT

NOTE: Fund Balance available to the School Board is the "After Audit Beginning Balance". The Projected Ending Fund Balance is an estimate using the current information. This amount becomes final after the school year ends and the audit is completed.

KEY: Increase (Decrease) to Fund Balance

GENERAL FUND (1)

Month of Update		
Beginning Fund Balance-Reserved for Operations:		
Reserved for Operations	July 2020	\$2,510,525
Total Beginning Fund Balance-Reserved for Operations(A)		\$2,510,525

Revenues Changes:		BUDGET 2021	CHANGE	PROJECTED 2021
Interest Income	Sept 2020		-\$53,780	* See Expenses Below
Miscellaneous Income-Rumney Outdoor Learning	Sept & Nov 2020		\$11,500	* See Expenses Below
Tuition Income(4 less Full-time students than budgeted)	Oct 2020		-\$82,608	
Small Schools Grant	Oct 2020		\$28,866	
Special Education Reimbursements	Nov 2020		-\$304,888	* See Expenses Below
Miscellaneous Income-Dental Transfer-Per Board Action December 16	Dec 2020		\$125,000	
Special Education Reimbursements	Dec 2020		-\$34,112	* See Expenses Below
Education Spending-Repurposed using CRF	Feb 2021		-\$836,152	* See Expenses Below
CARES RELIEF FUND-COVID Reimbursement-AOE	Feb 2021		\$2,147,353	* See Expenses Below
CARES RELIEF FUND-COVID Reimbursement-Efficiency Vermont	Feb 2021		\$815,699	* See Expenses Below
Special Education Reimbursements-Prior Year Final	April 2021		\$61,164	
Special Education Reimbursements-Early Retirement	April 2021		\$41,653	
Special Education Reimbursements	April 2021		-\$199,231	* See Expenses Below
Miscellaneous, Field Trip, Erate & Interest Income	April 2021		-\$73,703	
Miscellaneous, Field Trip, Erate, Transportation Aid & Interest Income	June 2021		-\$11,004	
Special Education Reimbursements	June 2021		-\$142,536	* See Expenses Below
Miscellaneous Reimbursements, Tuition and Interest Income	June 2021#2		\$59,420	
Special Education Reimbursements	June 2021#2		-\$9,961	* See Expenses Below
TOTAL REVENUES(B)		\$35,430,502	\$1,542,680	\$36,973,182

Expense Changes:		BUDGET 2021	CHANGE	PROJECTED 2021
Interest Expense	Sept 2020		\$53,780	*See Revenues Above
Program Costs-Rumney Outdoor Learning	Sept & Nov 2020		-\$11,500	*See Revenues Above
School-wide Payroll Update-Unfilled Positions	Oct 2020		\$221,629	
School-wide Payroll Update-Budgeted Position Charged to Grant	Oct 2020		\$37,340	
School-wide Payroll Update-Health Insurance Savings	Oct 2020		\$74,365	
School-wide Payroll Update-Staffing Turnover Savings	Oct 2020		\$77,227	
Special Education Programs	Nov 2020		\$539,135	*See Revenues Above
Special Education Programs	Nov 2020		\$29,958	*See Revenues Above
School-wide Payroll Update-Updated for CRF eligible expenses	Feb 2021		\$254,593	
Education Spending-Repurposed using CRF	Feb 2021		\$836,152	*See Revenues Above
CARES COVID Instructional, Support and Related Expenses-AOE	Feb 2021		-\$2,147,353	*See Revenues Above
CARES COVID Air quality, Isolation Rooms-Efficiency Vermont	Feb 2021		-\$815,699	*See Revenues Above
Transfer to Capital Fund- Per Board Action February 17 2021	April 2021		-\$1,500,000	
Early Retirement-Local Share-ESSER I partial share	April 2021		-\$197,517	Partial SPED reimbursement
Budget Savings School-wide Payroll-Incl ESSER I & II , Substitutes	April 2021		\$737,404	
Budget Savings-Field trips, Travel, Professional Development	April 2021		\$154,070	
Budget Savings-Athletics	April 2021		\$122,130	
Budget Savings-Co-curricular	April 2021		\$46,292	
Special Education Programs-Decline in Students	April 2021		\$304,953	*See Revenues Above
District-wide close down	June 2021		\$280,127	
Special Education Programs-Decline in Students	June 2021		\$60,016	*See Revenues Above
Food Service Transfer-Per CNF	June 2021		\$149,115	
District-wide close down-FINAL	June 2021 #2		\$244,525	
Special Education Programs-Decline in Students	June 2021#2		\$62,712	*See Revenues Above
Transfer to Capital Fund- Per Board Action June 23 2021	June 2021#2		-\$1,000,000	
TOTAL EXPENSES(C)		\$35,430,502	-\$1,386,546	\$36,817,048

CURRENT YEAR OPERATIONS-REVENUE LESS EXPENSES (B-C)=D	\$156,134
BEGINNING BALANCE + CURRENT YEAR OPERATIONS(A+D)=E	\$2,666,659
Other board considerations for Fund Balance(F):	
Reserve for Budget Items-FY 21-22-Early Retirement	-\$145,019
Reserve for Budget Items-FY 22-23-Early Retirement	-\$145,019
Equity Services-WCFE-Equity Scholar in Residence-PER BOD action	17-Mar-21 -\$79,184
Reserved for FY 21-22 paraeducators(2.28 FTE's) Exp \$123,371 LessRev \$31,192	19-May-21 -\$92,179
Reserved for FY 21-22 paraeducators(.86 FTE) Exp \$31,368 LessRev \$17,566	23-Jun-21 -\$13,802
Reserved for FY 21-22 Student Transportation Extended Day	23-Jun-21 -\$121,000
Reserve for COVID-19 Coordinator and FT Nurses(2.0FTE)- Less Grants	\$0
Reserve Strategic Plan & Curriculum Management Review-Amt TBD	\$0
	ESSER III\$190-\$200k
Subtotal Board Considerations	-\$596,203
PROJECTED ENDING BALANCE-Reserved For Operations(E+F)=G	\$2,070,456
Note: Target Fund Balance at 2% of current year budget	\$708,610
Amount Available Beyond the 2% Target	\$1,361,846

Other Reserved Fund Balances:	
Reserved for Technology Equipment	\$357,928
Reserved for Fiscal Software & Related Costs-Incl. Interest Income	\$309,000
Subtotal Reserved Items (G)	\$666,928

Washington Central Unified Union School District
FUND BALANCE SUMMARY

As of June 30 2021-PRE-AUDIT

Fiscal Year 2020-2021

PERMANENT
(Fund 5) TRUST(Fund 8) AGENCY(Fund 9)
SCHOLARSHIP/ Student Activities

SPECIAL REVENUE FUND(2)-GRANTS

Beginning Fund Balance	\$0
Projected Income	\$3,093,241
Projected Expense	<u>-3,093,241</u>
Projected Available Funds	\$0

OTHER FUNDS

Beginning Fund Bal. /Deposits Payable	\$5,577	\$83,009	\$128,026
Projected Surplus(Use)	\$ 196	\$ (733)	\$ 22,441
Projected Available Funds	\$5,773	\$82,276	\$150,467

CAPITAL PROJECTS FUND(3)

Beginning Fund Balance:	Combined Totals	BERLIN	CALAIS	EAST MONTPELIER	MIDDLESEX	WORCESTER	U32	Central Office	WCUUSD
Beginning Fund Balance(A)	\$2,573,393	\$451,588	\$130,849	\$907,669	\$72,995	\$234,448	\$632,091	\$117,370	\$26,383

Revenues:

Interfund Transfers	\$706,522	\$139,165	\$4,868	\$0	\$100,032	\$78,760	\$28,894	\$0	\$354,803
Additional Interfund Transfer Per Board Action February 17 2021 & June 23, 202	\$2,500,000								\$2,500,000
Interest Income & Miscellaneous Income	\$46,004	\$0	\$0	\$0	\$394	\$0	\$0	\$0	\$45,610
TOTAL REVENUES(B)	\$3,252,526	\$139,165	\$4,868	\$0	\$100,426	\$78,760	\$28,894	\$0	\$2,900,413

TOTAL FUND BALANCE & REVENUES(A+B)=C	\$5,825,919	\$590,753	\$135,717	\$907,669	\$173,421	\$313,208	\$660,985	\$117,370	\$2,926,796
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Expenses:	Combined Totals	BERLIN	CALAIS	EAST MONTPELIER	MIDDLESEX	WORCESTER	U32	Central Office	WCUUSD
ACTUAL EXPENSES PAID TO DATE	\$2,008,542	\$590,753	\$135,717	\$1,634	\$173,421	\$313,208	\$660,985	\$21,829	\$110,995
ENCUMBERED PURCHASE ORDERS TO DATE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENSES(C)	\$2,008,542	\$590,753	\$135,717	\$1,634	\$173,421	\$313,208	\$660,985	\$21,829	\$110,995
CURRENT CAPITAL PROJECT BALANCE AVAILABLE	\$3,817,377	\$0	\$0	\$906,035	\$0	\$0	\$0	\$95,541	\$2,815,801

ENTERPRISE FUNDS(Fund 6)

Fiscal Year 2020-2021	Total Fund 6	Food Services	Community Connections	Dental Program	Health Reimbursement/ MSA/DC
Beginning Fund Balance	\$1,072,090	\$214,208	\$27,809	\$231,393	\$598,680
Budget Support	-\$85,000	\$0	\$40,000	-\$125,000	\$0
Projected Surplus(Use)	\$ (27,285)	\$ (87,712)	\$ 13,025	\$820	\$46,582
CURRENT PROJECTED FUND BALANCE	\$959,805	\$126,496	\$80,834	\$107,213	\$645,262

Cannot Exceed \$156,447

WCSUUSD Food Service Programs
Comparative Information For Year End Reports
FY 20-21

Information as of June 30, 2021 Final PRE-AUDIT

COVID-19

	Berlin	Calais	E Montpelier	Rumney	Doty	U32	WC	Combined
Revenues								
Daily Sales-Student	\$2,897	\$923	\$2,821	\$1,230	\$204	\$0		\$8,075
Ala Carte	\$772	\$259	\$2,225	\$256	\$0	\$2,073		\$5,585
Daily Sales-Adult	\$2,329	\$2,245	\$212	\$1,114	\$4,997	\$10,029		\$20,926
Commodities	\$6,218	\$2,922	\$2,034	\$1,131	\$2,446	\$9,045		\$23,796
State/Fed Match Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$7,602	\$7,602
Fed Reimb-Lunch	\$86,382	\$31,585	\$72,208	\$47,928	\$24,033	\$137,402		\$399,538
Fed Reimb-Breakfast	\$23,144	\$10,991	\$27,331	\$18,053	\$8,319	\$22,755		\$110,593
Miscellaneous Income	\$7,977	\$5,500	\$54	\$0	\$0	\$19,722	\$0	\$33,253

Total Revenue A	\$129,719	\$54,425	\$106,885	\$69,712	\$39,999	\$201,026	\$7,602	\$609,368
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Expenses

Staff Salaries	\$39,061	\$21,949	\$39,508	\$35,210	\$21,394	\$145,295		\$302,417
Staff Benefits	\$17,516	\$14,814	\$3,889	\$11,307	\$7,160	\$72,185		\$126,871
Travel	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Repairs & Maintenance	\$997	\$0	\$734	\$1,745	\$129	\$7,419	\$5,289	\$16,313
Supplies	\$552	\$1,419	\$3,752	\$1,257	\$253	\$6,137		\$13,370
Propane Gas	\$0	\$3,978	\$688	\$0	\$1,298	\$1,550		\$7,514
Food	\$44,097	\$30,581	\$35,629	\$23,219	\$11,757	\$61,245	\$0	\$206,528
Commodities	\$6,218	\$2,922	\$2,034	\$1,131	\$2,446	\$9,045		\$23,796
Equipment/Software Etc.	\$226	\$0	\$44	\$0	\$0	\$0		\$270

Total Expense B	\$108,667	\$75,663	\$86,278	\$73,869	\$44,437	\$302,876	\$5,289	\$697,079
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Profit(Loss) Operations (A-E)	\$21,052	-\$21,238	\$20,607	-\$4,157	-\$4,438	-\$101,850	\$2,313	-\$87,711
Support from School Budge	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Effect on Fund Balance	\$21,052	-\$21,238	\$20,607	-\$4,157	-\$4,438	-\$101,850	\$2,313	-\$87,711

Beginning Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$214,208	\$214,208
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Ending Fund Balance	\$21,052	-\$21,238	\$20,607	-\$4,157	-\$4,438	-\$101,850	\$216,521	\$126,497
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Meals Served

Breakfast	9,560	4,589	11,271	6,962	3,317	9,059		44,758
Lunch	20,267	7,481	16,978	10,729	5,855	31,629		92,939
Total Meals Served C	29,827	12,070	28,249	17,691	9,172	40,688		137,697

Cost Per Meal B/C	\$3.64	\$6.27	\$3.05	\$4.18	\$4.84	\$7.44		\$5.06
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Meals Served-per day

Breakfast	55	26	65	40	19	52		257
Lunch	116	43	98	62	34	182		534
Total Meals Served Per Day	171	69	162	102	53	234		791
FTE'S	2.00	1.00	1.71	1.86	1.08	5.00		12.7
Meals Served Per Day Per	86	69	95	55	49	47		63

Oct 1 Enrollment K-12	162	88	192	111	59	747		1359
% Eating Each Breakfast Day	34%	30%	34%	36%	32%	7%		19%
% Eating Each Lunch Day	72%	49%	51%	56%	57%	24%		39%

WCSUUSD Food Service Programs
Comparative Information
Information as of June 30, 2021

30-Jun-17
FY 16-17
Berlin

30-Jun-18
FY 17-18
Berlin

30-Jun-19
FY 18-19
Berlin

COVID-19
30-Jun-20
FY 19-20
Berlin

COVID-19
30-Jun-21
FY 20-21
Berlin

Revenues

Daily Sales-Student	\$27,401	\$26,004	\$27,778	\$19,815	\$2,897
Ala Carte	\$3,135	\$2,571	\$2,646	\$1,595	\$772
Daily Sales-Adult	\$5,531	\$7,269	\$3,758	\$3,029	\$2,329
Commodities	\$5,893	\$7,804	\$5,335	\$4,773	\$6,218
State/Fed Match Revenue	\$1,203	\$1,071	\$1,155	\$0	\$0
Fed Reimb-Lunch	\$42,507	\$41,703	\$43,842	\$27,147	\$86,382
Fed Reimb-Breakfast	\$13,601	\$13,694	\$15,337	\$9,022	\$23,144
Miscellaneous Income-Incl Rebates	\$3,955	\$4,440	\$4,924	\$3,789	\$7,977

Total Revenue A	\$103,226	\$104,556	\$104,775	\$69,170	\$129,719
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Expenses

Staff Salaries	\$45,768	\$43,928	\$53,653	\$31,393	\$39,061
Staff Benefits	\$25,259	\$28,397	\$21,092	\$13,708	\$17,516
Travel	\$0	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$760	\$2,709	\$2,746	\$0	\$997
Supplies	\$2,659	\$2,910	\$1,540	\$360	\$552
Propane Gas	\$98	\$218	\$391	\$0	\$0
Food	\$35,880	\$36,964	\$37,701	\$33,377	\$44,097
Commodities	\$5,893	\$7,804	\$5,335	\$4,773	\$6,218
Equipment	\$0	\$0	\$3,265	\$11,911	\$226

Total Expense B	\$116,317	\$122,930	\$125,723	\$95,522	\$108,667
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Profit(Loss) Operations (A-B)	-\$13,091	-\$18,374	-\$20,948	-\$26,352	\$21,052
Support from School Budget	\$40,000	\$25,000	\$25,000	\$25,000	\$0
Effect on Fund Balance	\$26,909	\$6,626	\$4,052	-\$1,352	\$21,052

Beginning Fund Balance	\$25,300	\$52,209	\$58,835	\$62,887	\$0
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Ending Fund Balance	\$52,209 44.88%	\$58,835 47.86%	\$62,887 50.02%	\$61,535 64.42%	\$21,052 19.37%
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Student Meals Served

Breakfast	8737	8164	8635	4934	9560
Lunch	18370	17827	18739	11587	20267
Total Student Meals Served C	27107	25991	27374	16521	29827

Cost Per Meal-Payroll	\$2.62	\$2.78	\$2.73	\$2.73	\$1.90
Cost Per Meal-Food & Other	\$1.67	\$1.94	\$1.86	\$3.05	\$1.74
Cost Per Meal-Total Expense B/C	\$4.29	\$4.73	\$4.59	\$5.78	\$3.64
Support from School Budget-Per	\$1.48	\$0.96	\$0.91	\$1.51	\$0.00
Cost Per Meal Less Board Support	\$2.82	\$3.77	\$3.68	\$4.27	\$3.64

Meals Served-per day

Breakfast	49	45	48	41	55
Lunch	103	99	104	97	116
Total Meals Served Per Day	152	144	152	138	171
FTE'S	2.00	2.00	2.00	2.00	2.00
Meals Served Per Day Per FTE	76	72	76	69	86

Oct 1 Enrollment K-6	197	184	184	170	162
% Eating Each Breakfast Day	25%	25%	26%	24%	34%
% Eating Each Lunch Day	52%	54%	57%	57%	72%

WCSUUSD Food Service Programs
Comparative Information
Information as of June 30, 2021

30-Jun-17
FY 16-17
Calais

30-Jun-18
FY 17-18
Calais

30-Jun-19
FY 18-19
Calais

COVID-19
30-Jun-20
FY 19-20
Calais

COVID-19
30-Jun-21
FY 20-21
Calais

Revenues

Daily Sales-Student	\$21,043	\$20,104	\$16,825	\$13,188	\$923
Ala Carte	\$1,360	\$1,904	\$1,756	\$1,282	\$259
Daily Sales-Adult	\$2,354	\$1,380	\$1,931	\$1,041	\$2,245
Commodities	\$6,146	\$3,418	\$2,771	\$3,051	\$2,922
State/Fed Match Revenue	\$562	\$470	\$414	\$0	\$0
Fed Reimb-Lunch	\$16,099	\$15,758	\$13,769	\$9,671	\$31,585
Fed Reimb-Breakfast	\$3,751	\$4,748	\$4,777	\$3,042	\$10,991
Miscellaneous Income	\$1,025	\$2,583	\$1,369	\$687	\$5,500

Total Revenue A	\$52,340	\$50,365	\$43,612	\$31,962	\$54,425
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Expenses

Staff Salaries	\$32,573	\$27,425	\$27,905	\$16,725	\$21,949
Staff Benefits	\$19,151	\$18,830	\$18,772	\$12,244	\$14,814
Repairs & Maintenance	\$0	\$0	\$475	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0
Supplies	\$1,271	\$847	\$1,424	-\$210	\$1,419
Propane Gas	\$572	\$634	\$760	\$0	\$3,978
Food	\$18,313	\$22,314	\$27,041	\$20,429	\$30,581
Food-Snack	\$0	\$0	\$0	\$0	\$0
Commodities	\$6,146	\$3,418	\$2,771	\$3,051	\$2,922
Equipment/Software	\$0	\$0	\$0	\$5,500	\$0

Total Expense B	\$78,026	\$73,468	\$79,148	\$57,739	\$75,663
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Profit(Loss) Operations (A-B)	-\$25,686	-\$23,103	-\$35,536	-\$25,777	-\$21,238
Support from School Budget-Incl Re	\$30,000	\$21,000	\$21,710	\$21,000	\$0
Effect on Fund Balance	\$4,314	-\$2,103	-\$13,826	-\$4,777	-\$21,238

Beginning Fund Balance	\$11,615	\$15,929	\$13,826	\$0	\$0
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Ending Fund Balance	\$15,929 20.42%	\$13,826 18.82%	\$0 0.00%	-\$4,777 -8.27%	-\$21,238 -28.07%
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Student Meals Served

Breakfast	2572	3282	2976	1941	4589
Lunch	9709	8909	7357	4904	7481
Total Meals Served C	12281	12191	10333	6845	12070

Cost Per Meal-Payroll	\$4.21	\$3.79	\$4.52	\$4.23	\$3.05
Cost Per Meal-Food & Other	\$2.14	\$2.23	\$3.14	\$4.20	\$3.22
Cost Per Meal-Total Expense B/C	\$6.35	\$6.03	\$7.66	\$8.44	\$6.27
Support from School Budget-Per	\$2.44	\$1.72	\$2.10	\$3.07	\$0.00
Cost Per Meal Less Board Support	\$3.91	\$4.30	\$5.56	\$5.37	\$6.27

Meals Served-per day

Breakfast	14	18	17	16	26
Lunch	54	49	41	41	43
Total Meals Served Per Day	68	68	57	57	69
FTE'S	1.00	1.00	1.00	1.00	1.00
Meals Served Per Day Per FTE	68	68	57	57	69

Oct 1 Enrollment K-6	113	110	98	98	88
% Eating Each Breakfast Day	13%	17%	17%	17%	30%
% Eating Each Lunch Day	48%	45%	42%	42%	49%

WCSUUSD Food Service Programs
Comparative Information
Information as of June 30, 2021

	30-Jun-17 FY 16-17 E Montpelier	30-Jun-18 FY 17-18 E Montpelier	30-Jun-19 FY 18-19 E Montpelier	COVID-19 30-Jun-20 FY 19-20 E Montpelier	COVID-19 30-Jun-21 FY 20-21 E Montpelier
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Revenues

Daily Sales-Student	\$43,481	\$48,908	\$43,820	\$31,283	\$2,821
Ala Carte	\$5,643	\$5,323	\$4,044	\$3,712	\$2,225
Daily Sales-Adult	\$2,066	\$2,877	\$2,797	\$2,735	\$212
Commodities	\$4,853	\$5,122	\$4,605	\$5,451	\$2,034
State/Fed Match Revenue	\$996	\$1,023	\$933	\$0	\$0
Fed Reimb-Lunch	\$23,168	\$24,067	\$23,362	\$16,901	\$72,208
Fed Reimb-Breakfast	\$9,631	\$9,456	\$10,256	\$7,555	\$27,331
Miscellaneous Income-Incl Construc	\$1,913	\$2,548	\$4,577	\$3,349	\$54

Total Revenue A	\$91,751	\$99,324	\$94,394	\$70,986	\$106,885
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Expenses

Staff Salaries	\$46,689	\$48,725	\$51,227	\$33,238	\$39,508
Staff Benefits	\$14,381	\$14,310	\$6,485	\$3,132	\$3,889
Travel	\$0	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$928	\$302	\$0	\$1,226	\$734
Supplies	\$2,858	\$3,507	\$1,830	\$3,253	\$3,752
Propane Gas	\$648	\$617	\$311	\$650	\$688
Food	\$29,108	\$29,284	\$30,036	\$27,103	\$35,629
Commodities	\$4,853	\$5,122	\$4,605	\$5,451	\$2,034
Equipment	\$835	\$0	\$0	\$0	\$44

Total Expense B	\$100,300	\$101,867	\$94,494	\$74,053	\$86,278
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Profit(Loss) Operations (A-B)	-\$8,549	-\$2,543	-\$100	-\$3,067	\$20,607
Support from School Budget	\$15,551	\$10,000	\$10,000	\$10,000	\$0
Effect on Fund Balance	\$7,002	\$7,457	\$9,900	\$6,933	\$20,607

Beginning Fund Balance	\$25,990	\$32,992	\$40,449	\$50,349	\$0
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Ending Fund Balance	\$32,992 32.89%	\$40,449 39.71%	\$50,349 53.28%	\$57,282 77.35%	\$20,607 23.88%
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Student Meals Served

Breakfast	7552	6739	7416	5062	11271
Lunch	16260	17285	16568	11161	16978
Total Meals Served C	23812	24024	23984	16223	28249

Cost Per Meal-Payroll	\$2.56	\$2.62	\$2.41	\$2.24	\$1.54
Cost Per Meal-Food & Other	\$1.64	\$1.61	\$1.53	\$2.32	\$1.51
Cost Per Meal-Total Expense B/C	\$4.21	\$4.24	\$3.94	\$4.56	\$3.05
Support from School Budget-Per	\$0.65	\$0.42	\$0.42	\$0.62	\$0.00
Cost Per Meal Less Board Suppor	\$3.56	\$3.82	\$3.52	\$3.95	\$3.05

Meals Served-per day

Breakfast	42	37	41	42	65
Lunch	90	96	92	93	98
Total Meals Served Per Day	132	133	133	135	162
FTE'S	1.71	1.71	1.71	1.71	1.71
Meals Served Per Day Per FTE	77	78	78	79	95

Oct 1 Enrollment K-6	174	188	186	191	192
% Eating Each Breakfast Day	24%	20%	22%	22%	34%
% Eating Each Lunch Day	52%	51%	49%	49%	51%

WCSUUSD Food Service Programs
Comparative Information
Information as of June 30, 2021

	30-Jun-17 FY 16-17 Rumney	30-Jun-18 FY 17-18 Rumney	30-Jun-19 FY 18-19 Rumney	COVID-19 30-Jun-20 FY 19-20 Rumney	COVID-19 30-Jun-21 FY 20-21 Rumney
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Revenues

Daily Sales-Student	\$52,192	\$40,390	\$35,341	\$23,752	\$1,230
Ala Carte	\$7,124	\$3,258	\$2,514	\$1,979	\$256
Daily Sales-Adult	\$5,908	\$3,994	\$2,959	\$2,315	\$1,114
Commodities	\$3,579	\$3,921	\$4,743	\$3,641	\$1,131
State/Fed Match Revenue	\$912	\$777	\$742	\$0	\$0
Fed Reimb-Lunch	\$17,775	\$18,550	\$18,617	\$12,622	\$47,928
Fed Reimb-Breakfast	\$5,434	\$5,769	\$6,661	\$4,321	\$18,053
Miscellaneous Income	\$8,771	\$6,974	\$1,300	\$2,585	\$0

Total Revenue A	\$101,695	\$83,633	\$72,877	\$51,215	\$69,712
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Expenses

Staff Salaries	\$50,778	\$42,366	\$43,465	\$26,550	\$35,210
Staff Benefits	\$21,619	\$12,416	\$13,745	\$9,448	\$11,307
Travel	\$209	\$225	\$0	\$0	\$0
Repairs & Maintenance-Other Prof Svc/Dues	\$598	\$0	\$117	\$3,521	\$1,745
Supplies	\$1,671	\$295	\$811	\$29	\$1,257
Propane Gas	\$618	\$516	\$859	\$0	\$0
Food	\$28,723	\$25,585	\$23,098	\$19,351	\$23,219
Food-Snack	\$0	\$0	\$0	\$0	\$0
Commodities	\$3,579	\$3,921	\$4,743	\$3,641	\$1,131
Equipment	\$1,446	\$0	\$4,642	\$0	\$0
Total Expense B	\$109,241	\$85,324	\$91,480	\$62,540	\$73,869

Profit(Loss) Operations (A-B)	-\$7,546	-\$1,691	-\$18,603	-\$11,325	-\$4,157
Support from School Budget	\$12,720	\$17,600	\$19,000	\$19,000	\$0
Effect on Fund Balance	\$5,174	\$15,909	\$397	\$7,675	-\$4,157

Beginning Fund Balance	\$8,897	\$14,071	\$29,980	\$30,377	\$0
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Ending Fund Balance	\$14,071 12.88%	\$29,980 35.14%	\$30,377 33.21%	\$38,052 60.84%	-\$4,157 -5.63%
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Student Meals Served

Breakfast	6874	5991	6555	3453	6962
Lunch	15188	12917	11750	7708	10729
Total Meals Served C	22062	18908	18305	11161	17691

Cost Per Meal-Payroll	\$3.28	\$2.90	\$3.13	\$3.23	\$2.63
Cost Per Meal-Food & Other	\$1.67	\$1.62	\$1.87	\$2.38	\$1.55
Cost Per Meal-Total Expense B/C	\$4.95	\$4.51	\$5.00	\$5.60	\$4.18
Support from School Budget-Per Meal	\$0.58	\$0.93	\$1.04	\$1.70	\$0.00
Cost Per Meal Less Board Support	\$4.37	\$3.58	\$3.96	\$3.90	\$4.18

Meals Served-per day

Breakfast	38	33	36	29	40
Lunch	84	72	65	64	62
Total Meals Served Per Day	123	105	102	93	102
FTE'S	2.15	1.86	1.86	1.86	1.86
Meals Served Per Day Per FTE	57	56	55	50	55

Oct 1 Enrollment K-6	159	143	149	139	111
% Eating Each Breakfast Day	24%	23%	24%	21%	36%
% Eating Each Lunch Day	53%	50%	44%	46%	56%

WCSUUSD Food Service Programs
Comparative Information
Information as of June 30, 2021

	30-Jun-17 FY 16-17 Doty	30-Jun-18 FY 17-18 Doty	30-Jun-19 FY 18-19 Doty	COVID-19 30-Jun-20 FY 19-20 Doty	COVID-19 30-Jun-21 FY 20-21 Doty
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Revenues

Daily Sales-Student	\$13,372	\$13,314	\$17,140	\$10,923	\$204
Ala Carte	\$529	\$89	\$144	\$225	\$0
Daily Sales-Adult	\$5,905	\$5,661	\$6,609	\$4,514	\$4,997
Commodities	\$2,117	\$3,137	\$2,694	\$2,771	\$2,446
State/Fed Match Revenue	\$575	\$539	\$513	\$0	\$0
Fed Reimb-Lunch	\$19,108	\$19,095	\$19,505	\$11,365	\$24,033
Fed Reimb-Breakfast	\$8,494	\$7,117	\$4,408	\$2,940	\$8,319
Miscellaneous Income & Fund Transfe	\$1,377	\$6,831	\$2,718	\$2,403	\$0

Total Revenue A	\$51,477	\$55,783	\$53,731	\$35,141	\$39,999
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Expenses

Staff Salaries	\$29,582	\$29,713	\$32,979	\$18,660	\$21,394
Staff Benefits	\$2,554	\$2,609	\$2,885	\$1,768	\$7,160
Travel	\$0	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$1,742	\$0	\$0	\$129
Supplies	\$525	\$565	\$972	\$416	\$253
Propane Gas	\$297	\$273	\$457	\$407	\$1,298
Food	\$12,374	\$15,346	\$16,209	\$11,069	\$11,757
Commodities	\$2,117	\$3,137	\$2,694	\$2,771	\$2,446
Equipment	\$0	\$0	\$0	\$0	\$0

Total Expense B	\$47,449	\$53,385	\$56,196	\$35,091	\$44,437
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Profit(Loss) Operations (A-B)	\$4,028	\$2,398	-\$2,465	\$50	-\$4,438
Support from School Budget	\$3,346	\$3,346	\$3,346	\$3,346	\$0
Effect on Fund Balance	\$7,374	\$5,744	\$881	\$3,396	-\$4,438

Beginning Fund Balance	\$11,160	\$18,534	\$24,278	\$25,158	\$0
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Ending Fund Balance	\$18,534 39.06%	\$24,278 45.48%	\$25,158 44.77%	\$28,554 81.37%	-\$4,438 -9.99%
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Student Meals Served

Breakfast	5031	4046	2483	1650	3317
Lunch	8669	8408	9459	5330	5855
Total Meals Served C	13700	12454	11942	6980	9172

Cost Per Meal-Payroll	\$2.35	\$2.60	\$3.00	\$2.93	\$3.11
Cost Per Meal-Food & Other	\$1.11	\$1.69	\$1.70	\$2.10	\$1.73
Cost Per Meal-Total Expense B/C	\$3.46	\$4.29	\$4.71	\$5.03	\$4.84
Support from School Budget-Per Me	\$0.24	\$0.27	\$0.28	\$0.48	\$0.00
Cost Per Meal Less Board Support	\$3.22	\$4.02	\$4.43	\$4.55	\$4.84

Meals Served-per day

Breakfast	28	22	14	14	19
Lunch	48	47	53	44	34
Total Meals Served Per Day	76	69	66	58	53
FTE'S	1.20	1.20	1.20	1.08	1.08
Meals Served Per Day Per FTE	63	58	55	54	49

Oct 1 Enrollment K-6	67	64	70	70	59
% Eating Each Breakfast Day	42%	35%	20%	20%	32%
% Eating Each Lunch Day	72%	73%	75%	63%	57%

WCSUUSD Food Service Program
Comparative Information
Information as of June 30, 2021

30-Jun-17
FY 16-17
U32

30-Jun-18
FY 17-18
U32

30-Jun-19
FY 18-19
U32

COVID-19
30-Jun-20
FY 19-20
U32

COVID-19
30-Jun-21
FY 20-21
U32

Revenues

Daily Sales-Student	\$126,909	\$117,445	\$128,514	\$99,969	\$0
Ala Carte	\$130,732	\$154,390	\$117,054	\$69,992	\$2,073
Daily Sales-Adult	\$20,449	\$16,325	\$22,395	\$21,474	\$10,029
Commodities	\$22,037	\$18,900	\$15,588	\$19,143	\$9,045
State/Fed Match Revenue	\$3,002	\$2,584	\$2,521	\$0	\$0
Fed Reimb-Lunch	\$73,676	\$64,765	\$68,209	\$49,025	\$137,402
Fed Reimb-Breakfast	\$14,544	\$15,573	\$17,302	\$11,069	\$22,755
Miscellaneous Income	\$34,315	\$27,696	\$47,773	\$24,702	\$19,722

Total Revenue A	\$425,664	\$417,678	\$419,356	\$295,374	\$201,026
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Expenses

Staff Salaries	\$198,443	\$194,572	\$204,747	\$106,953	\$145,295
Staff Benefits	\$62,774	\$94,155	\$111,975	\$64,500	\$72,185
Travel	\$0	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$7,860	\$5,699	\$4,217	\$4,005	\$7,419
Supplies	\$12,844	\$14,613	\$14,376	\$6,898	\$6,137
Propane Gas	\$2,096	\$3,961	\$3,939	\$2,185	\$1,550
Food	\$138,930	\$147,086	\$162,328	\$91,039	\$61,245
Commodities	\$22,037	\$18,900	\$15,588	\$19,143	\$9,045
Equipment/Software	\$0	\$12,885	\$197	\$0	\$0

Total Expense B	\$444,984	\$491,871	\$517,367	\$294,723	\$302,876
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Profit(Loss) Operations (A-B)	-\$19,320	-\$74,193	-\$98,011	\$651	-\$101,850
Support from School Budget	\$31,057	\$31,057	\$99,548	\$31,057	\$0
Effect on Fund Balance	\$11,737	-\$43,136	\$1,537	\$31,708	-\$101,850

Beginning Fund Balance	\$29,862	\$41,599	-\$1,537	\$0	\$0
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Ending Fund Balance	\$41,599 9.35%	-\$1,537 -0.31%	\$0 0.00%	\$31,708 10.76%	-\$101,850 -33.63%
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Student Meals Served

Breakfast	11955	12866	14964	9325	9059
Lunch	50324	42868	45171	31435	31629
Total Student Meals Served C	62279	55734	60135	40760	40688

Cost Per Meal-Payroll	\$4.19	\$5.18	\$5.27	\$4.21	\$5.35
Cost Per Meal-Food & Other	\$2.95	\$3.64	\$3.34	\$3.02	\$2.10
Cost Per Meal-Total Expense B/	\$7.15	\$8.83	\$8.60	\$7.23	\$7.44
Support from School Budget-Pe	\$0.50	\$0.56	\$1.66	\$0.76	\$0.00
Cost Per Meal Less Board Supp	\$6.65	\$8.27	\$6.95	\$6.47	\$7.44

Student Meals Served-per day

Breakfast	66	71	84	78	52
Lunch	280	238	252	262	182
Total Student Meals Served Per D	346	310	336	340	234
FTE'S	7.00	7.00	7.00	6.00	5.00
Meals Served Per Day Per FTE	49	44	48	57	47

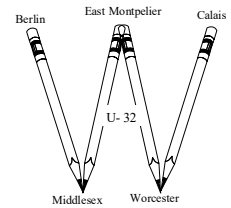
Oct 1 Enrollment 7-12	768	766	757	741	747
% Eating Each Breakfast Day	9%	9%	11%	10%	7%
% Eating Each Lunch Day	36%	31%	33%	35%	24%

Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761

Bryan Olkowski
Superintendent



MEMORANDUM

TO: WCUUSD School Board
FROM: Chris O'Brien, WCUUSD Director of Facilities
DATE: 8/3/2021
RE: Construction/Capital Projects Update

After conferring with Bill Ford our Clerk of the Works, here is the WCUUSD Capital Project update as of 8/3/2021:

1. Berlin storm water, Rumney Indoor Air Quality, and WCUUSD Central Office Indoor Air Quality projects are scheduled to be substantially complete by 8/16/2021 per the contracts.
2. Rumney gym floor is substantially complete at this time and is ready for the opening of school.
3. Replacement of sidewalk at U-32 completed and ready for use on 8/2/2021.
4. U-32 storm water design and permitting is in process. Bidding is expected by 2/2022 followed by construction summer of 2022.
5. Berlin parking and drive replacement. Phase 2 paving completed 7/30/2021.

At this time, all projects are expected to be completed within the board approved budgets. The board will receive a financial update in October once the work is completed and the final invoices are paid.

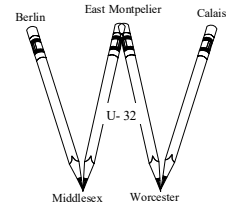
Substantially complete means available for its intended use, but not necessarily 100% complete. There may be final billing, O&M manuals, balancing, and other close out items to complete. We will have the ability to operate the systems in manual until the controls are complete.

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Bryan Olkowski
Superintendent



TO: WCUUSD School Board
FROM: Susanne Gann, WCUUSD Business Administrator
Lori Bibeau, WCUUSD Fiscal Advisor
RE: ESSER III & Fund Balance Board Actions for Staffing
DATE: August 4, 2021

Recommendations for ESSER III & Fund Balance for consideration:

The Washington Central UUSD ESSER III allocation is \$2,480,120.

- a. The deadline to spend this award is September 30, 2024.
- b. We have completed the initial work to secure the grant by submitting the Recovery/Moving Forward Plan and the initial application.
- c. We are awaiting guidance on the allowable uses for ESSER III grant funds.

At this time, we have not received final instructions for eligible expenses for the ESSER III grant. ESSER III is a multi-year grant ending on September 2024. There have been several items identified for this funding source if they are found eligible and the list continues to grow. However, the Agency of Education has informed schools this information is not expected until September.

In June 2021, Lori Bibeau sent the following list to the agency for consideration and was told this list fits well within the ESSER allowable cost categories.

Here is a summary of the list of items to date:

CDC Guidelines: Nursing Time(Calais and Doty), COVID Coordinator, cleaning supplies and additional staffing for additional cleaning, Daycare and after school activities, school bus sanitation, furniture/supplies, administrative of leave and additional staff processing, fiscal time for grant processing.

Recovery/Moving Forward Plan: Tutors, Summer programs, after school coordinator and activities, compensatory services, remote learning, counselor time, recovery coordinator, recovery work teams.

Curriculum Management Review: Curriculum professional development, curriculum writing, Math and Literacy Specialists, Instructional Coaches, Improved instruction and student outcomes.

Special Education Program Review: Consultant to complete program review, Act 173 transition and identify staffing needs-TBD.

Historical Board Actions:

At the January 6, 2021 School Board meeting, the following positions were authorized for Fund Balance or Grant Funds for one year positions:

- COVID 19 Coordinator(1.0 FTE)
- Full Time Nurses(Calais(.40 FTE) and Doty(.60FTE)
- At the time, the estimated cost was calculated at \$190,004.
- There has been staffing changes due to turnover.
- The Board previously authorized \$190,004 which should be enough to cover the updated payroll projections for these positions.

In June 2021, the Washington Central Leadership Team met and identified the need for unbudgeted Counselor and intervention positions to support students. The Board authorized the posting and hiring for the counselor positions at the June 23, 2021 School Board meeting. We have calculated the estimated cost for filling these positions that were not included in the operating budget. As most of the staffing appointments are included in this Board packet, we recommend the board also authorize the funding for the positions at the meeting on August 11, 2021.

Recommended New Board Actions:

- 1) To reserve fund balance, subject to a reduction in grant funds, for the following one year Counselor positions:

- U-32 1.0 FTE
- Calais .60 FTE
- Berlin-Estimate 1.0(to be filled)
- EMES .40 FTE
- Doty .20 FTE
- Rumney .20 FTE

Total Estimated Cost \$365,000

- 2) To reserve fund balance, subject to a reduction in grant funds, for the following one year Math Interventionist position:

- Calais .50 FTE

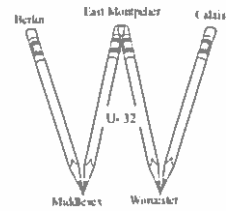
Total Estimated Cost \$51,000

Washington Central Unified Union School District

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Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761

Bryan Olkowski
Superintendent



TO: WCUUSD School Board
FROM: Susanne Gann, WCUUSD Business Administrator
RE: 2021-2022 VSBA Dues
DATE: August 4, 2021

Included in the packet is an invoice from the Vermont School Boards Association (VSBA) in the amount of \$7,858 for the 2021-2022 VSBA dues. Also included is a cover letter from the VSBA Executive Director. Board action is required.



2 Prospect Street
Suite 4
Montpelier, VT 05602-3579
802-223-3580

Invoice

Received
JUL 19 2021
WCUUSD

DATE	INVOICE #
7/1/2021	02-22717

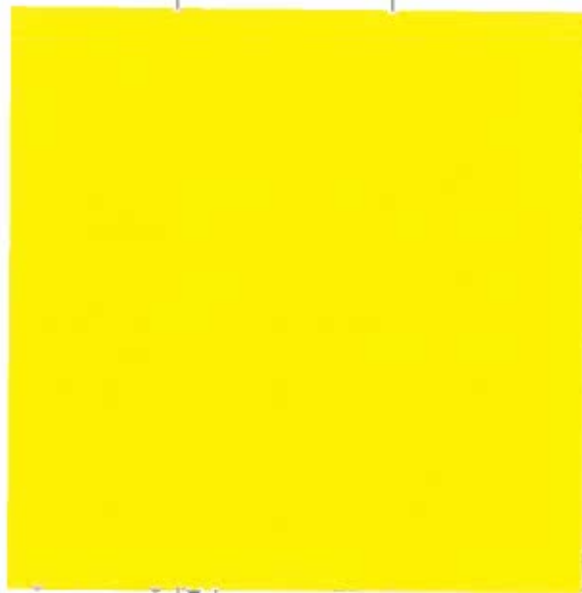
BILL TO
Washington Central SU 1130 Gallison Hill Road Montpelier VT 05602

SHIP TO

P.O. NO.	TERMS
	60 Days

VT Sch. ASS

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
DUES	2021-2022 VSBA Dues VSBA Dues assessed to members shall be calculated as follows: * 50% of the total amount to be raised by dues will be assessed equally across all member supervisory unions and/or supervisory districts. * 50% will be assessed based on the Average Daily Membership (ADM) within the member supervisory union/district. The VSBA fiscal year has changed to July 1 through June 30 as of this year.	1	7,858.00	7,858.00



			Total	\$7,858.00
			Payments/Credits	\$0.00
			Balance Due	\$7,858.00

Phone #
802-223-3580

VERMONT

SCHOOL BOARDS ASSOCIATION

.....

Great Governance, Excellent Education, Strong Communities

July 1, 2021

Officers

Neil Odell
President
Norwich

Flor Diaz
Vice President
Washington Ctrl UUSD

Kim Gleason
Treasurer
Essex - Westford

Jim Salsgiver
Member-At-Large
Taconic & Green

Adrienne Raymond
Member-At-Large
Mill River

Scott Thompson
288 Dugar Rd Ext
Worcester VT 05682

Dear Scott,

The Vermont School Boards Association is a membership organization that supports school boards in being effective trustees for education in their communities. The VSBA also provides a strong collective voice in defining and driving Vermont's public education policy.

Over half of the Association's revenue comes from dues paid by member districts. An invoice in the amount of \$7,858 will be included with your superintendent's copy of this letter. Please let me know if you have any questions about the invoice or the dues calculation. The calculation process can be found in Article IV of the VSBA Bylaws.

Staff

Sue Ceglowski
Executive Director
sceglowski@vtvsba.org

Susan Holson
Director of
Education Services
sholson@vtvsba.org

Kerri Lamb
Director of Operations
klamb@vtvsba.org

Sandra Cameron
Director of Public Policy
scameron@vtvsba.org

Dues to the VSBA assure that we have the staff available to provide the following services to all members:

1. Comprehensive model policy manual (legally vetted and available on our website – helps avoid expensive legal fees at the local level)
2. Free monthly webinar series (*School Board U Online*)
3. New board member orientation
4. Publication of the handbook *The Essential Work of School Boards*
5. Training opportunities for board chairs and superintendents
6. Workshops on a range of topics
7. An annual conference with nationally-recognized speakers and experts in Vermont's education system
8. Phone, email and in-person consultation around a range of issues, including board operations, legal questions, and collective bargaining
9. Publication of the *Vermont Education Law Book*

2 Prospect Street, Suite #4, Montpelier VT 05602

Tel. (802)223-3580

Visit our web site at: www.vtvsba.org

1. Regular communications on board operations, public policy changes, and significant education-related events through ongoing VSBA Updates, the bi-weekly Legislative Report during the legislative session, and our newsletter *From the Boardroom*
2. Video tutorials and informational materials on our website
3. Advocacy in the General Assembly, the Agency of Education, the State Board of Education and other education stakeholders
4. Representation on a wide array of statewide task forces, councils, commissions and working groups, including:
 - A. Secretary of Education's Advisory Group on COVID-19 Response
 - B. Commission on Public School Employee Health Benefits
 - C. Ethnic and Social Equity Standards Advisory Working Group
 - D. Vermont Pension Investment Commission
 - E. Act 173 (Census-Based Special Education Funding) Advisory Group
 - F. Hazing, Harassment and Bullying Council
 - G. Building Bright Futures Advisory Council
 - H. Task Force for Universal After School Access
 - I. Task Force on Equitable and Inclusive School Environments
 - J. Vermont School Crisis Planning Team

The VSBA also provides additional services on a fee-for-service basis:

- Superintendent searches
- Superintendent evaluations
- Strategic planning
- Board events and retreats

I encourage your board to take advantage of the benefits and services available through membership in the VSBA. Please contact me any time with thoughts or suggestions about how to strengthen our services and supports for Vermont's school boards. I am happy to meet with you and/or the Washington Ctrl UUSD board at any time to discuss how the VSBA board can support your work.

Sincerely,



Sue Ceglowski
Executive Director

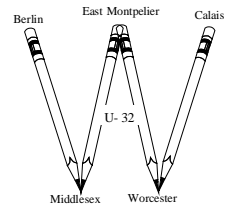
CC: Washington Ctrl UUSD Superintendent (with invoice)

Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761

Bryan Olkowski
Superintendent



Washington Central Unified Union School District Board Meeting 6.23.21 5:00-9:00 PM

Board Members: Flor Diaz-Smith, Lindy Johnson, Scott Thompson, Diane Nichols-Fleming, Kari Bradley, Jonas Eno-Van Fleet, Dorothy Naylor, Christopher McVeigh, Jill Olson, Jonathan Goddard, Stephen Looke, Vera Frazier

Administrators: Superintendent Bryan Olkowski, Human Resources Coordinator Carla Messier, Principal Steven Dellinger Pate, Interim Technology Director James Garrity, Principal Aaron Boynton, Principal Alicia Lyford, Principal Cat Fair, Principal Gillian Fuqua, Director of Curriculum, Assessment and Instruction Jennifer Miller-Arsenault, Associate Principal Jody Emerson, Special Education Coordinator Julia Pritchard, Director of Special Services, Kelly Bushey, Director of Student Services, Lisa LaPlante, Business Administrator Lori Bibeau, Director of Student Affairs Amy Molina

Others/Public: ORCA Media, Amy Young, Ellen Dorsey, Madeleine Dougherty, Sonya Rhodes, Cathy G, Daniel Diddlemeyer, Danielle Laquerre, Erika, Erin Mooney, Kara Rosenberg, Karen Lieberman, Beatrice David, Mary Bove, Michael Sherwin, Nicole Schaeffer, Anne Carter, Danielle LaFleur Brooks, Jennifer Campbell, Kathryn Biggam, Susanne Gann, Krista Dy, Kristine Chartrand, Latisha, Laura Giammusso, Lisa Hanna, Lisa Wilson, Lori Potvin, Maggie, Matt Pelkey, McKaylyn Leclerc, Meg Allison, Natasha Eckart Baning, Talitha Landis-Marinello, Ursula Stanley, Virginia Breer, Abigail Brown, Allison Fayle, Amy Accles, Amy Koenigbauer, April Davis, Christine Fitch, Christine Hertz Hausman, Adam Rosen, Brian Albee, Caitlyn Usticke, David Lawrence, Jenn Ingersoll, Jennifer Campbell, Jennifer Donovan, Jess Barewicz, Justin, Kelly MacMartin, Kyle Landis-Marinello, Lauren Melkonian, Lina Aster, Maggie Weiss, Shelley, Woden Teachout, Elsa Ingpen, Holly Lane, Jessica Kobb, Patrick Whelley, David Delcore, Hannah Brown

- 1. Call to Order: Flor Diaz Smith called the meeting to order at 5:02 p.m.**
She noted that there will be a slight change in the agenda, as the board will elect a Vice Chair before going into Executive Session, and she will need to leave shortly thereafter.
Scott Thompson moved to nominate Kari Bradley as Vice Chair. Seconded by Chris McVeigh, this motion carried unanimously.
- 2. Executive Session-Legal Matter, Negotiations, Superintendent Evaluation:**
Lindy Johnson moved to go into Executive Session at 5:04 for the purpose of discussing Legal Matters, Negotiations, and Superintendent Evaluation. The beginning of the Executive Session was for board members only. Seconded by Scott Thompson, this motion carried unanimously. Flor Diaz-Smith left the meeting at 5:05 p.m. The board came out of Executive Session (6:00), and Kari Bradley facilitated the meeting, as Vice Chair, in Flor Diaz-Smith's absence.

Stephen Looke suggested that the board not take action regarding the Black Lives Matter request until providing opportunity for public comment.

Kari Bradley stated that agenda item 4.2.1: Black Lives Matter Flag Raising Request will be first on the agenda, as students are prepared to present at 6:00.

3. Welcome

3.1. Reception of Guests

3.2. Public Comments:

Kari Bradley asked for a reminder about parameters and expectations around public comments. Jill Olson explained that the guidelines for public comment will be strictly followed tonight in order to keep this portion of the meeting to 15 minutes. She invited those present to engage with the board in other ways, in addition to public comments at board meetings.

- Ellen Dorsey, teacher and coach at WCUUSD, spoke about her hopes for the district going forward. She urged the board to establish community forums to have necessary conversations.
- Amy Young, teacher at Berlin, expressed concerns about technology policies. She asked for more stakeholders to have input; she stated that the tech committee has not had input into these policies. She celebrated the work from the last three days of curriculum camp at WCUUSD.
- Anne Carter spoke about how she values collaboration in the district and asked the board to engage collaboratively regarding the curriculum review.
- Danielle LaFleur Brooks spoke in favor of the BLM flag. She reiterated the request to have public forums before making any decisions regarding the curriculum review.
- Daniel Diddlemeyer spoke about access to the internet as an equity issue, and about the need to provide access to the internet, as an educational entity. "Education is about access."
- Elsa Ingpen shared her concerns that the Superintendent had messaged parents encouraging them to come to this board meeting regarding the BLM flag. She asked why the issue of the BLM flag was different and unique from other issues that are raised at board meetings, including the curriculum review response. She expressed her support for the BLM flag.
- Kristine Chartrand shared that the change to the schedule at U-32 feels incomplete, and will most likely impact teachers who have children in childcare. She asked the board to consider the impact that the proposed changes in the schedule will have on families and staff. She asked the board to potentially wait another year to give teachers and families' time to prepare for these changes.
- Holly Lane expressed concerns about the relationship between the Superintendent and some of the teachers. She had sent an email to the board.
- Meg Allison expressed concerns about the technology policies without the input of a district technology committee, and under the guidance of an interim technology director. She stated that she has concerns about the process, and asked the board to pause on discussing and approving these policies to allow for more discussion with the committee and the new technology director.
- Jessica Kobb expressed concern about the technology policies, especially around teachers not being allowed to use technology for personal matters while at school. She stated that it feels like it is meant to be intimidating and does not feel like being treated as a professional.
- Kyle Landis-Marinello had spoken about the curriculum review at a past meeting. He expressed concerns that this is poorly timed, was not done well and did not take into account staff, teacher, community viewpoints. He noted that the Superintendent had already provided his viewpoint to the Time Argus; he feels that the board needs to be open to the viewpoints of teachers, staff and community.
- Adam Rosen encouraged the board to not accept the curriculum review as it took place during a pandemic. He encouraged the board to limit the power of the Superintendent to terminate programs. Each school has unique characteristics and should be able to preserve them. He suggested that the board mandate a committee approach to this. He invited the board to consider the literacy curriculum review which was completed in the past.
- Madeleine Dougherty spoke in solidarity for a forum to discuss the results from the curriculum review.

Kari Bradley thanked those present for providing public feedback for the board's consideration.

3.3. Agenda Revisions

Kari Bradley noted that the board will go into Executive Session at the end of the meeting to address Superintendent Evaluation. Chris McVeigh, Chair of the Policy Committee, stated that the committee had decided to provide an extended invitation to the public to join the committee at its next meeting. He will notify the public and invite their attendance and input to the committee.

4. Reports

4.1. Student Reports: (none) Kari Bradley congratulated Townes DeGroot on his graduation and thanked him for his work with the board.

4.2. Superintendent

4.2.1. Black Lives Matter Flag Raising Request: Superintendent Olkowski had prepared a memo for the board; he noted that he had checked with legal counsel and he stated that this request is appropriate and timely and within the guidelines of the policy.

- Krista Dy, advisor for BLAMM, spoke to the board.
- Latisha Montgomery spoke to the board on behalf of BLAMM.
- Gabi Calderon spoke in favor of continuing to fly the BLM flag.
- Meg Allison spoke to the board on behalf of some students at U-32, in favor of displaying the BLM flag.
- Kari Bradley thanked them for their input and invited questions from board members. No questions were heard.

Superintendent Olkowski thanked the students for attending the meeting to advocate and provide comments around this issue.

Scott Thompson moved to approve maintaining the flying of the BLM flag without interruption, understanding that there will be a re-raising ceremony in the fall of the upcoming school year. Seconded by Jonas Eno-Van Fleet. Diane Nichols-Fleming suggested an amendment to not require the board to reconsider this again next year. Chris McVeigh suggested an amendment to note that the board's vote is an expression of the board's support of the Black Lives Matter movement. Board members spoke about not adding the friendly amendment about reconsidering this next year. Some expressed that it is useful to keep this issue at the forefront and address it every year; additionally, this would be consistent with the policy. Diane Nichols-Fleming stated that she feels requiring the group to come before the board each year to ask again is not in the spirit of equity. She stated that this is an onerous requirement for the student group. Jonas Eno-Van Fleet spoke in support of the spirit of Diane Nichols-Fleming's sentiment but also feels that revisiting this every year as a board keeps this issue at the forefront. Chris McVeigh explained the legal issue within the policy that the flag pole on the school grounds is not considered public speech but is considered representative of the board. Stephen Looke reviewed the document / statement and requested that a symbol not be tied with the beliefs of board members (i.e. "The Black Lives Matter flag is a symbol of our commitment to do more as a school district.") He explained his rationale for not accepting things such as flags or lapel pins as symbols that are required to show commitment. Scott Thompson spoke in response to an email that had been received, with the "All Lives Matter" sentiment. He spoke about the treatment of a certain population of people as a litmus test; he stated that the BLM flag does not indicate that we are disregarding others. Jonathan Goddard expressed his support of the BLM flag, and indicated his pride in having been on the board when this was first addressed. He believes it is important for the board to remain consistent in their support. Diane Nichols-Fleming reiterated that it is not the responsibility of "others" to educate, it is the responsibility of us to educate ourselves.

This motion carried unanimously, with the amendment noting the board's expression of support, but without the amendment to eliminate reconsideration year-by year.

4.2.2. Social Justice Statement: Superintendent Olkowski gave a brief overview of the work of the Social Justice group at WCUUSD, with the facilitation of Shelley Vermilya, Equity Scholar in Residence. He read the statement: *“The Washington Central Unified Union School District is dedicated to taking concrete actions that provide a safer and more supportive learning environment that is free of barriers; one that affirms the identity of each of us and acknowledges and celebrates differences to create a sense of belonging for each person connected to our schools. The school district is committed to creating inclusive educational opportunities that are relevant both historically and culturally, addressing the impacts of bias, prejudice, and discrimination while building more opportunity for us to thrive rather than merely survive. This statement represents a commitment within our school district to acknowledge and end oppression and oppressive systems, to center our full humanity of all in our community, and to keep broadening our perspectives. These identities — including and not limited to race, color, religion, creed, national origin, ethnicity, marital status, family composition, sex, sexual orientation, gender identity, varying physical and mental abilities, and socioeconomic status — carry socially constructed meaning and value. Our commitment is to the development of cultural humility and personal growth that is best supported in a climate that respects differences and provides a sense of belonging and inclusion.”*

Scott Thompson moved to have the Policy Committee review this statement and consider putting this into policy form. Seconded by Chris McVeigh. Discussion: Jill Olson stated that putting this sentiment into policy would create more of a living document. Jonas Eno-Van Fleet asked what would be the reason to not adopt the statement tonight. Scott Thompson stated that, because this is a statement from the board, we might want to change some of the language or approach to reflect the language of the board. Jonas Eno-Van Fleet responded that he does not believe this statement needs any editing before the board adopts it; we have taken such action in the past without sending to the policy committee for vetting. Stephen Looke indicated that he would like the board to have an opportunity to speak to this statement and discuss, before taking action on it. Jonathan Goddard expressed his support for the motion or for the statement as it stands; however, if sending it to the committee and then to the board for action leads to concrete action within the schools, then he is in support. Jonas Eno-Van Fleet agreed with Jonathan’s statement; he would like to ensure that this action does not indicate that the board does not support the sentiment in the statement.

This motion carried unanimously.

4.2.3.COVID -19 Update: Elizabeth Wirth had provided a memo to the board summarizing WCUUSD’s safety and effective functioning throughout the previous school year. Board members thanked Elizabeth Wirth and the staff at the schools for their successful efforts around safety. Jonas Eno-Van Fleet thanked Superintendent Olkowski for his leadership in keeping students and staff safe through this pandemic.

4.2.4. Curriculum Management Review Report: Superintendent Olkowski had provided the report to the board and asked the board to consider taking action to *RECEIVE* this document. The second action from the board would be to direct the Superintendent to provide a response to the report. He stated that it is his intent to engage teachers, staff and community in consideration of this report. **Scott Thompson moved that the board receive the report titled: CMSi Curriculum Review of WCUUSD. Seconded by Dorothy Naylor.** Discussion: Lindy Johnson asked why the board needed to take action to “receive” the document, as we already have it in our hands. Superintendent Olkowski indicated that this is mostly a formality, to acknowledge that the board has in fact received the report that resulted from the curriculum review. Stephen Looke indicated that this is action that the board has taken in the past. **This motion carried unanimously.** Diane Nichols-Fleming asked for more detail about the response, as indicated in the second motion. To whom will the response go? Why wouldn’t the Curriculum Director be involved in creating the response?

Superintendent Olkowski stated that the response would be to the board, and it would be one artifact of many in the strategic planning process going forward. Lindy Johnson stated that she believes the motion should direct a committee, which includes the Curriculum Director and other staff, as well as the Superintendent. Scott Thompson explained his understanding is that the board directs the Superintendent because he is the Administrator who is accountable to the board. Superintendent Olkowski stated that he intends for this to be a collaborative process, but that he feels it is important that the response comes from him, as the board's employee. Chris McVeigh stated that he believes the leadership team and teaching staff across the district should be included, as well as a committee that creates and attends community forums, at the front end of the process as opposed to the tail end of the process. He believes the board can create the basic parameters about which individuals should be involved in creating the response. Jonas Eno-Van Fleet asked how teachers will be engaged during the summer. Superintendent Olkowski stated that he intends to create office hours throughout the summer to invite teachers and staff to meet with him in response to this document. Kari Bradley stated that, as this is a lengthy document, he would like time to look it over before taking action directing the Superintendent's response. Chris McVeigh reiterated that this is indeed a lengthy document and he would like to not rush the response. Jill Olson suggested that we take action to direct the Superintendent to develop a process by which the response to the report be created. Board members expressed support for that idea. Lindy Johnson stated that we have paid thousands of dollars for this review and there is of course an expectation that there will be a response. **Stephen Looke moved to direct the Superintendent of schools to prepare a response to the Curriculum Review Report, to submit to the board at its October 2021 board meeting, identifying the areas needing attention, utilizing direct input from public forum, leadership team, and staff. Seconded by Scott**

Thompson. Discussion: Jonathan Goddard suggested using "demonstrates" or "includes" versus "utilizes." Chris McVeigh indicated that he opposes this motion, as it is not specific enough about how public, leadership and staff will be included in the process. He would like to insist on a committee process/ public forum process, and have a mechanism where those constituencies are included in the process before the resulting report is created. Scott Thompson expressed his concerns that we are being too "micro" in our approach. We could ask the Superintendent to report on the process that he has been following, so that we can consult or offer suggestions, in the course of regular board monitoring, on board agendas. Jonas Eno-Van Fleet agreed with Scott Thompson's statement that we may be getting too "micro."

A vote was called.

No: 6 votes

Yes: 5 votes

This motion failed.

Jonas Eno-Van Fleet moved to direct the Superintendent to present the board with a process for collecting public input, and input from stakeholders in the district that would lead to the preparation of a report including the following information:

- a) Prioritize the areas needing attention**
- b) Identify which conditions most adversely affect students?**
- c) Identify which findings most adversely affect the system?**
- d) Develop a plan to address the recommendations, to be delivered by next regular board meeting (August 2021). Seconded by Jill Olson. This motion carried unanimously.**

4.2.5.School Time Proposal: Steven Dellinger-Pate shared that we have been considering extending the student school day for several years; transportation has been a barrier. He had shared a proposal which allowed for extending the school day at U-32 by 20 minutes. He reviewed a June 20, 2021 memo explaining some of the specifics, including adding four buses to the end of day. Jonas Eno-Van Fleet asked how the concerns with child care that had been expressed earlier would be addressed. Principal Dellinger-Pate indicated that, if child care facilities are not fully open in the fall, then we will address this on a case by case basis.

Chris McVeigh asked what within the teaching day will change in order to accommodate the additional twenty minutes. He asked whether combining elementary age with middle/high school age students on buses will be a certainty or a likelihood. Principal Dellinger-Pate stated that over the summer we will be asking families to “opt in” to bussing and get some specifics on bus routes and ridership. He answered that teachers will be required to teach an additional twenty minutes, but this falls within the collective bargaining agreement. **Scott Thompson moved to approve spending up to \$241K for FY 21-22 from the fund balance, for additional busses to extend the school day at U-32 from 8-2:35 to 8-2:55. Seconded by Chris McVeigh.** Vera Frazier asked whether this proposal has the support of the leadership team at U-32. Principal Dellinger-Pate indicated that it does. Kari Bradley asked whether there has been feedback from families; Principal Dellinger-Pate stated that he has not heard feedback from families yet. **This motion carried unanimously.**

4.3. Finance Committee

4.3.1. Financial Update & ESSER Reports

4.3.2. Food Service Financial Reports

4.3.3. Comparative Information

4.3.3.1. Education Spending Per Equalized Pupil

4.3.3.2. Special Education Financial Information

Lori Bibeau shared some of the highlights from the written reports that she had provided. **Jonas Eno-Van Fleet moved to authorize reserving Fund Balance for the Doty .86 Para educator position for a cost of \$31,368 less projected reimbursements of \$17,566 for a net amount of \$13,802. Seconded by Scott Thompson, this motion carried unanimously.** **Jonas Eno-Van fleet moved to authorize a transfer to the Capital Fund in the amount of \$1,000,000. Seconded by Scott Thompson, this motion carried unanimously.**

The board said goodbye, congratulations and thanks to Lori Bibeau, and welcomed Susanne Gann. Stephen Looke asked that the steering committee plan time for the board to consider the reports that Lori had prepared tonight, regarding per pupil spending and special education spending/ staffing.

4.4. Policy Committee: Tabled

4.4.1. Second Reading for policy to be adopted on 6.16.21: F44 Password Management, B8 Electronic Communication between Employees and Students, D40 Acceptable Use

4.4.2. Third Reading for Policy to be Adopted: F40 Change Management, F43 Backups D3 District Take Home Device & Personal Device, F47 Electronic Mail, F48 Incident Response Policy and Plan

5. Board Operations

5.1. Interviewing Potential New Board Members:

Ainsley Burroughs, Middlesex, spoke to the board about her interest in serving on the board. Chris Cadorette, Calais, spoke to the board about his interest in serving on the board. Maggie Weiss, Calais, spoke to the board about her interest in serving on the board. McKaylyn Leclerc, Worcester, spoke to the board about her interest in serving on the board. Ursula Stanley, Middlesex, spoke to the board about her interest in serving on the board. Patrick Whelley spoke to the board about his interest in serving on the board. Kari Bradley explained that the board will make a decision at the August board meeting.

5.2. Governance (Action to Elect Vice Chair): Done earlier in the meeting

5.3. Policy Committee Members: Chris McVeigh explained that as Dorothy Naylor is leaving the board, the Policy Committee is seeking membership. Scott Thompson offered to serve on the committee. Lindy Johnson offered to serve on the committee as well.

Jonas Eno-Van Fleet moved to appoint Scott Thompson to the Policy

Committee. Seconded by Chris McVeigh, this motion carried unanimously.

Chris McVeigh moved to appoint Lindy Johnson to the Policy Committee. Seconded by Jonas Eno-Van Fleet, this motion carried unanimously. Superintendent Olkowski indicated that at the August meeting we will need to consider committee members for a Transportation Committee.

6. Consent Agenda:

- 6.1. Approve Minutes of 5.19.21, 6.2.21, 6.8.21, and 6.16.21:** Jonas Eno-Van Fleet moved to approve the minutes of 5.19.21, 6.2.21, 6.8.21, and 6.16.21. Seconded by Scott Thompson, this motion carried unanimously.
- 6.2. Approve Board Orders:** Lindy Johnson moved to approve the board orders for a total amount of \$835,020.31. Seconded by Scott Thompson, this motion carried unanimously.

7. Personnel

- 7.1. Approve New Teachers, Resignations, Retirements, Leave of Absence and Changes in FTE :**Lindy Johnson moved to approve the hiring of Jeremy Avoli, U-32 Physical Education & Health Teacher. Seconded by Chris McVeigh, this motion carried unanimously. Lindy Johnson moved to approve the hiring of Maxwell Segalla, U-32 English Long Term Substitute. Seconded by Jonas Eno-Van Fleet, this motion carried unanimously. Scott Thompson moved to authorize Superintendent Olkowski to offer a letter of agreement to Lori Bibeau. Seconded by Chris McVeigh. This motion carried. Three board members were opposed. Scott Thompson moved to authorize the Superintendent to hire new personnel within the budget, as well as school counselors covered by the ESSER plan, between now and the next board meeting. Seconded by Chris McVeigh. Chris McVeigh asked how many positions are known at this time - Superintendent Olkowski indicated one or two at U-32 and one at Calais; as well as the school counselor positions. Lisa LaPlante shared some of the plans to increase these positions across the district. Jonas Eno-Van Fleet asked whether the board could plan a brief special meeting to approve hires. In light of timing and sense of urgency, the board agreed that authorizing the Superintendent is appropriate. Lindy Johnson asked whether the hiring process is the same as usual; Superintendent Olkowski indicated that it is. Lisa LaPlante explained that positions funded by ESSER funds are one year assignments. **This motion carried unanimously.**
- 7.2. Approval of New Bargaining Agreements:** Jonas Eno-Van Fleet thanked Carla, Lori, Lisa and Melissa, Kelly Bushey, and members from both of the unions, for their work and commitment and partnership in this process. **Jonas Eno-Van Fleet moved to approve both the Teachers and ESP collective bargaining agreements as provided tonight, pending ratification by unions. Seconded by Scott Thompson.** Discussion: Scott Thompson had found a typo (“statue” versus “statute”) Diane Nichols-Fleming indicated that being able to reach a two year agreement is a cause for celebration. **This motion carried unanimously.**

8. Future Agenda Items

- 8.1.** WCUUSD Name
- 8.2.** Assessment Needs for Building Bright Futures
- 8.3.** Diversifying Educator Workforce
- 8.4.** Net Metering Proposal
- 8.5.** Strategic Planning
- 8.6.** Superintendent Report for Curriculum Review Process
- 8.7.** Exploration of Financial Reports as discussed
- 8.8.** Review of Social Justice Statement, Discussion of BLM, climate check-ins (regarding worries of prejudice and bias in buildings)
- 8.9.** Transportation Committee
- 8.10.** Mode of future meetings (remote/in person)

9. Board Reflections

Jill Olson: Thank you, Kari - great job tonight filling in. She noted that she got more out of public comment tonight, with the time frame that we had instituted. She would like to continue with the time limit.

Chris McVeigh: would like to come up with a way to select members to comment when there are more raising hands than time allows - e.g. random selection. He also asked whether there is a way to give people forewarning when their time is running out so they are not abruptly cut off (by microphone silencing).

Jonas Eno-Van Fleet: indicated that it worked well tonight.

Diane Nichols-Fleming: stated that we will need to discuss as a board, the mode of future meetings (remote? In person?)

Stephen Looke: Would like to discuss how to prioritize when there is great interest in public comment but the time limit does not allow. Would like to prioritize community members having a voice, at board meetings.

Scott Thompson: said goodbye to Dorothy Naylor.

Jonas Eno-Van Fleet: important to say goodbye to those who are leaving the district, like Lori Bibeau, Kelly Bushey, Jody Emerson, etc.; thank them for their valuable contributions.

10. Public Comments: None at this time (9:18 p.m.)

Chris Cadorette from Calais thanked Dorothy for her service on the board.

At 9:21 Scott Thompson moved to go into Executive Session for the purpose of discussing Superintendent Evaluation, and to include Carla Messier and Bryan Olkowski. Seconded by Chris McVeigh, this motion carried unanimously.

At 10:29 Scott Thompson moved to leave Executive Session. Seconded by Chris McVeigh, the motion carried unanimously. During Executive Session, the Board discussed Superintendent Evaluation.

11. Adjourn:

Diane Nichols-Fleming moved to adjourn. Scott Thompson seconded, motion carried unanimously. Meeting adjourned at 10:31.

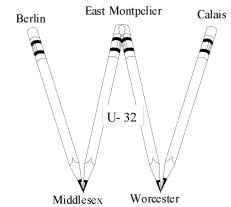
Respectfully submitted,
Lisa Stoudt, Board Recording Secretary
and Jonas Eno-Van Fleet, Board Clerk

Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761

Bryan Olkowski
Superintendent



Washington Central Unified Union School District Special Board Meeting

7.26.21 8:00 AM – 9:00 AM

Board Members: Flor Diaz Smith, Chris McVeigh, Lindy Johnson, Scott Thompson, Diane Nichols-Fleming, Jonas Enno-Van Fleet, Stephen Looke, Vera Frazier, Kari Bradley, Jill Olson, Jonathan Goddard

Others: Scott Cameron, Melissa Tuller, Mark Kline

- 1. Call to Order:** Flor Diaz Smith called the meeting to order at 8:03 a.m.
- 2. Executive Session – Personnel:** At 8:01, Flor Diaz-Smith asked the Board to consider entering into executive session for the purpose of reviewing the employment status of an employee, obtaining advice of legal counsel, and considering appropriate options.

Jonas Enno-Van Fleet moved that the Board finds that premature public knowledge of its discussion concerning the employment status of an individual and the legal advice it expects to receive relating thereto would clearly place the Board, the school district, and the employee involved at a substantial disadvantage. Seconded by Chris McVeigh, this motion carried unanimously.

Jonas Enno-Van Fleet moved that the Board enter into Executive Session for the purpose of reviewing the employment status of an employee, obtaining advice of legal counsel, and considering appropriate options. Seconded by Diane Nichols-Fleming, this motion carried unanimously.

Scott Cameron joined the Board in Executive Session.

At 8:55, Jonas Enno-Van Fleet moved to leave Executive Session. Seconded by Chris McVeigh, this motion carried unanimously.

During Executive Session the Board discussed personnel matters.

Jonas Eno-Van Fleet moved that the Board relieve Superintendent Bryan Olkowski of his duties and responsibilities at this time and to place him in paid administrative leave status for a period of up to thirty (30) calendar days beginning July 26, 2021, with the understanding that the Board shall reassess Superintendent Olkowski's status on or before the conclusion of the thirty (30) day period. Seconded by Chris McVeigh, this motion carried with one no vote from Scott Thompson.

Jonas Eno-Van Fleet moved that the Board designate Jennifer Miller-Arsenault to serve as acting Superintendent while Superintendent Olkowski remains in paid administrative leave status. Seconded by Diane Nichols-Fleming, this motion carried with one no vote from Scott Thompson.

Jonas Eno-Van Fleet moved that the Board authorize its Chair to take all steps necessary to advise Superintendent Olkowski of its decision and its expectations of him while he is in paid administrative leave. Seconded by Lindy Johnson, this motion carried unanimously.

- 3. Adjourn: Jonas Eno-Van Fleet moved to adjourn at 8:58. Seconded by Jill Olson, this motion carried unanimously.**

Respectfully submitted,
Jonas Eno-Van Fleet, WCUUSD Board Clerk

WCUUSD School Board
Superintendent Personnel Summary and Recommendations
August 11, 2021
(as of August 11, 2021)

- 1. New Teacher Nominations** (for 21-22 school year)
Amadeus Dorfman - Special Education Teacher (WCUUSD)
Jake Ploof - School Counselor – U-32 (ESSER Funds)
Justin Liechty - School Counselor – Calais (ESSER Funds)
Amber Larrabee - School Nurse – U-32
Holly Taylor – Calais K/1 Teacher
- 2. Retirement**
- 3. Resignations**
- 4. Leave of Absence Request**
- 5. Change in FTE**
Mary Langevin – School Counselor - EMES- .4 FTE to 1.0 FTE (ESSER Funds)
Sharon Spector –School Counselor – Rumney – .6 FTE to .8 FTE (ESSER Funds)
Maureen McDermet- -School Counselor – Doty –.2 FTE to 1.0 FTE (ESSER Funds)
Michael Close –Rumney Music Teacher 0.1 addition to .4 FTE total
Samantha Mishkin – Rumney Music Teacher 0.4 addition to 1.0 FTE total
- 6. Long Term Substitutes** (21-22 School year)
- 7. New Hire –**

**Washington Central Unified Union School District
Employee Nomination Form**

Name: Amadeus Dorfman

School: Berlin Employer (if different): WCUUSD

Position: Special Education Teacher

Department/Area: Special Services

Type: ☒ Permanent ☐ One-Year Non-Renewable ☐ Temporary

Contract: ☒ Faculty ☐ Educational Support Personnel ☐ Non-Bargaining Unit

Reason for vacancy: ☒ Resignation/Retirement ☐ Leave of Absence ☐ New Position

(If leave of absence or resignation, name of terminated employee: Amanda Morse (Instr Coach)

Educational Preparation:

College	Degree	Date Attained
Suny Cortland	BA History	May 2015
<u>UVM</u>	<u>M Ed Special Ed</u>	<u>Dec 2020</u>

Experience: _____

Years of Related Experience: 0 years

Salary Schedule Placement:

M00-M14 Step A

Start Date:

August 2021

Salary or Wage Rate:

\$47,559 (FY21)

Date of Board Appointment:

FTE: 1.0 Days / Year: 190 Hours / Day: _____

Interviewed by: Aaron Boynton, Betsy Vanderlip, Sandra Wetzel, Meg Dawkins

This candidate is recommended for employment by: Bryan Olkowski, Superintendent

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL

**Washington Central Unified Union School District
Employee Nomination Form**

Name: Jake Ploof

School: U-32

Employer: WCUUSD

Position: School Counselor

Type: ☐ Permanent ☒ One-Year Non-Renewable ☐ Pro-Rated Non-Renewable ☐ Temporary

Contract: ☒ Faculty ☐ Educational Support Personnel ☐ Non-Bargaining Unit

Reason for vacancy: ☐ Resignation/Retirement ☐ Leave of Absence ☒ New Position

(If leave of absence or resignation, name of terminated employee: _____)

Educational Preparation:

College/Technical

Degree/Certificate

Date Attained

University of Vermont, Burlington VT

M.S. School Counseling

May 2021

Eastern Nazarene College, Quincy MA

B.A. Psychology/History

May 2019

Experience: Jan-Jun 2021 - School Counselor Intern, Franklin Northeast Supervisory Union School District, Richford VT; Jan-Dec 2020 - School Counselor Practicum Student Intern, Burlington School District, Burlington VT; Aug 2014-Present - AfterSchool/Camp Counselor, South Burlington School District, South Burlington VT;

Years of Related Experience: 0 Years

Salary Schedule Placement:

Start Date:

M00 Step A (FY21)

August 19, 2021

Salary or Wage Rate:

Date of Board Appointment:

\$47,559.00 (FY21)

July 21, 2021

FTE: 1.0 Days / Year: 190 Hours / Day: n/a

Contract Comments: _____

Interviewed by: Lisa LaPlante, Sharon Spector, Maureen McDermet, Nate Lovitz, Jade Walker

This candidate is recommended for employment by: Bryan Olkowski

Cc (check as appropriate):

☒ PERSONNEL

☒ PAYROLL

☐ SPED

☒ UNION

☒ BUILDING PRINCIPAL

Washington Central Unified Union School District
Employee Nomination Form

61021

Name: Justin Liechty

School: Calais Elementary Employer (if different): _____

Position: School Counselor

Department/Area: _____

Type: ☐ Permanent ☒ One-Year Non-Renewable ☐ Temporary

Contract: ☒ Faculty ☐ Educational Support Personnel ☐ Non-Bargaining Unit

Reason for vacancy: ☒ Resignation/Retirement ☐ Leave of Absence ☐ New Position

(If leave of absence or resignation, name of terminated employee: Mary Beth Langevin (ESSER)

Educational Preparation:

College	Degree	Date Attained
<u>UVM</u>	<u>MS in School Counseling</u>	<u>05/2021</u>

UVM BS in Human Dev. & Family Studies and Special Education 05/2019

Experience: _

2020-21 Stowe Elementary and Stowe High School – school counselor

Years of Related Experience: 1 year *Ø*

Salary Schedule Placement:

(A Step) Masters +00 FY22

Start Date:

7/1/21

Salary or Wage Rate:

\$47,559 (FY21)

Date of Board Appointment:

8/11/21

FTE: 1.0 FTE Days / Year: 190 Hours / Day: _____

Interviewed by: Cat Fair, Lisa LaPlante, Aaron Boyton, Jade Walker, Maureen McDermet, and Sharon Spector

This candidate is recommended for employment by: Bryan Olkowski, Superintendent *B. Olkowski*

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL

YLP.

*Personnel /
AOE license in process*

**Washington Central Unified Union School District
Employee Nomination Form**

Name: _____

School: _____ Employer (if different): _____

Position: _____

Department/Area: _____

Type: ☐ Permanent ☐ One-Year Non-Renewable ☐ Temporary

Contract: ☐ Faculty ☐ Educational Support Personnel ☐ Non-Bargaining Unit

Reason for vacancy: ☐ Resignation/Retirement ☐ Leave of Absence ☐ New Position

[If leave of absence or resignation, name of terminated employee: _____]

Educational Preparation:

College	Degree	Date Attained
_____	_____	_____
_____	_____	_____

Experience: _____

Years of Related Experience: _____

Salary Schedule Placement:

Start Date:

_____ Step _____

Salary or Wage Rate:

Date of Board Appointment:

\$ _____

FTE: _____ Days / Year: _____ Hours / Day: _____

Interviewed by: _____

This candidate is recommended for employment by: Bryan Olkowski, Superintendent

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL

**Washington Central Unified Union School District
Employee Nomination Form**

Name: Sharon Spector

School: Rumney Employer (if different): WCUUSD

Position: Counselor

Department/Area: Guidance

Type: ☐ Permanent ☒ One-Year Non-Renewable ☐ Temporary

Contract: ☐ Faculty ☐ Educational Support Personnel ☐ Non-Bargaining Unit

Reason for vacancy: ☐ Resignation/Retirement ☐ Leave of Absence ☐ New Position

[If leave of absence or resignation, name of terminated employee: add 0.2 FTE / one year ESSER grant funded position

Educational Preparation:

College	Degree	Date Attained
<u>Current employee - restructure position for one year</u>		

Experience: _____

Years of Related Experience: _____

Salary Schedule Placement:	Start Date:
<u>Step</u>	<u>August 2021</u>

Salary or Wage Rate:	Date of Board Appointment:
<u>\$ 55,928.80 (Annual \$69,911) (FY21)</u>	

FTE: 0.8 Days / Year: 190 Hours / Day: _____

Interviewed by: _____

This candidate is recommended for employment by: Bryan Olkowski, Superintendent

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL

**Washington Central Unified Union School District
Employee Nomination Form**

Name: Amber Larrabee

School: U-32 Employer (if different): WCUUSD

Position: School Nurse

Department/Area: Health

Type: ☐ Permanent ☒ One-Year Non-Renewable ☐ Temporary

Contract: ☒ Faculty ☒ Educational Support Personnel ☐ Non-Bargaining Unit

Reason for vacancy: ☒ Resignation/Retirement ☐ Leave of Absence ☐ New Position

[If leave of absence or resignation, name of terminated employee: Jennifer Britel

Educational Preparation:

College	Degree	Date Attained
<u>VT Technical College</u>	<u>AS Nursing</u>	<u>May 2020</u>

Experience: Mayo Healthcare - LPN 2003-2011, Office Nurse CVMC - 2011-2016,
Health Coordinator CVMC 2016-2019, Office Nurse CVMC - 2019-2020,
CVMC VMNRG RN Case Manager 2020-current

Years of Related Experience: 17

Salary Schedule Placement:

A00+ Step 0 (FY21)

Start Date:

August 2021

Salary or Wage Rate:

\$45,032 (FY21)

Date of Board Appointment:

FTE: 1.0

Days / Year: 190

Hours / Day: 7

Interviewed by: _____

This candidate is recommended for employment by: Bryan Olkowski, Superintendent

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL

- Personal
- Nurse copy
- New nurse info

**Washington Central Unified Union School District
Employee Nomination Form**

Name: Michael Close

School: Rumney Employer (if different): WCUUSD

Position: Music Teacher

Department/Area: Allied Arts

Type: ☒ Permanent ☐ One-Year Non-Renewable ☐ Temporary

Contract: ☒ Faculty ☐ Educational Support Personnel ☐ Non-Bargaining Unit

Reason for vacancy: ☒ Resignation/Retirement ☐ Leave of Absence ☐ New Position

[If leave of absence or resignation, name of terminated employee: Alaria Doane

Educational Preparation:

College	Degree	Date Attained
<u>Current employee - see file</u>		

Experience: _____

Years of Related Experience: _____

Salary Schedule Placement:

Start Date:

M00-M14 Step M (FY22)

August 2021

Salary or Wage Rate: Per annual \$64,371 salary

Date of Board Appointment:

\$(FY21) \$6,437.10

FTE: 0.1 Days / Year: 190 Hours / Day: _____

Interviewed by: Casey Provost

This candidate is recommended for employment by: Bryan Olkowski, Superintendent

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL

**Washington Central Unified Union School District
Employee Nomination Form**

Name: Samantha Mishkin

School: Rumney Employer (if different): WCUUSD

Position: Music Teacher

Department/Area: Allied Arts

Type: ☒ Permanent ☐ One-Year Non-Renewable ☐ Temporary

Contract: ☒ Faculty ☐ Educational Support Personnel ☐ Non-Bargaining Unit

Reason for vacancy: ☒ Resignation/Retirement ☐ Leave of Absence ☐ New Position

[If leave of absence or resignation, name of terminated employee: Alaria Doane

Educational Preparation:

College

Degree

Date Attained

Current employee - see file

Experience: _____

Years of Related Experience: _____

Salary Schedule Placement:

Start Date:

M00-M14 Step M (FY22)

August 2021

Salary or Wage Rate: Per annual \$64,371 salary

Date of Board Appointment:

\$(FY21) \$25,748.40

FTE: ~~0.4~~ 0.4

Days / Year: 190

Hours / Day: _____

Interviewed by: Casey Provost

This candidate is recommended for employment by: Bryan Olkowski, Superintendent

cc: (check as appropriate):

☒ PERSONNEL

☒ PAYROLL

☐ SPED

☐ UNION

☐ BUILDING PRINCIPAL

**Washington Central Unified Union School District
Employee Nomination Form**

Name: Holly Taylor

School: Calais Elementary Employer (if different): _____

Position: K/1 Classroom teacher

Department/Area: _____

Type: ☐ Permanent ☒ One-Year Non-Renewable ☐ Temporary

Contract: ☒ Faculty ☐ Educational Support Personnel ☐ Non-Bargaining Unit

Reason for vacancy: ☒ Resignation/Retirement ☐ Leave of Absence ☐ New Position

[If leave of absence or resignation, name of terminated employee: Lisa Levangie

Educational Preparation:

College	Degree	Date Attained
<u>Westfield State University</u>	<u>MA in Education-Early Childhood</u>	<u>05/2014</u>

<u>Colorado State University</u>	<u>BA in Liberal Arts and History</u>	<u>05/2004</u>
----------------------------------	---------------------------------------	----------------

Experience: _

2019-2021 Saxtons River Elementary, VT Kindergarten teacher

2018-19 Woodstock Elementary, VT 1st grade teacher

2015-18 Hawlemont Regional School, MA – PreK Teacher

2014-15 Lennox Preschool, MA – PreK teacher and program director

Years of Related Experience: 7 years

Salary Schedule Placement:

Start Date:

H Step Masters 00-14

8/16/21

Salary or Wage Rate:

Date of Board Appointment:

\$57,662 (FY21)

8/11/21

FTE: 1.0 FTE Days / Year: 190 Hours / Day: _____

Interviewed by: Cat Fair, Melissa Tuller

This candidate is recommended for employment by: Jen Miller-Arsenault, Acting Superintendent

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL

**Washington Central Unified Union School District
Employee Nomination Form**

Name: Mary Langevin

School: East Montpelier Employer (if different): WCUUSD

Position: Counselor

Department/Area: Guidance

Type: ☐ Permanent ☒ One-Year Non-Renewable ☐ Temporary

Contract: ☐ Faculty ☐ Educational Support Personnel ☐ Non-Bargaining Unit

Reason for vacancy: ☐ Resignation/Retirement ☐ Leave of Absence ☐ New Position

[If leave of absence or resignation, name of terminated employee: add 0.4 FTE / one year ESSER grant funded position

Educational Preparation:

College	Degree	Date Attained
<u>Current employee - restructure position for one year</u>		

Experience: _____

Years of Related Experience: _____

Salary Schedule Placement:

Start Date:

Step

August 2021

Salary or Wage Rate:

Date of Board Appointment:

\$ 74,024 (FY21)

FTE: 1.0 Days / Year: 190 Hours / Day: _____

Interviewed by: _____

This candidate is recommended for employment by: Bryan Olkowski, Superintendent

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL