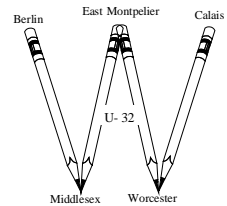


Washington Central Unified Union School District

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

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Bryan Olkowski
Superintendent



Washington Central Unified Union School District Board Meeting Minutes Approved 2.3.21 6:00 PM – 9:30 PM

Board Members: Flor Diaz Smith, Lindy Johnson, Scott Thompson, Diane Nichols-Fleming, Kari Bradley, Jonas Eno-Van Fleet, Jaiel Pulskamp, Karoline May, Townes DeGroot, Anna Farber, Stephen Looke, Jill Olson, Dorothy Naylor, Jonathan Goddard

Administrators: Superintendent Bryan Olkowski, Technology Consultant Jim Garrity, Business Administrator Lori Bibeau, Director of Curriculum, Instruction and Assessment Jen Miller-Arsenault, Director of Special Service Kelly Bushey, Associate Principal Jody Emerson, Director of Student Affairs Amy Molina, Special Education Coordinator Julia Pritchard

Others/Public: ORCA Media, Elizabeth Wirth, Carla Messier, Clifton Long, David Lawrence, David Powelson, Ellen Dorsey, Michael Deweese, Penny Chamberlin, Scott Griggs, Ursula Stanley, Brandy Saxton

1. **Call to Order:** Scott Thompson called the meeting to order at 6:03 p.m.
2. **Executive Session for Personnel, Administrative, Negotiations and Student Matters:**
Kari Bradley moved to go into Executive session at 6:06, with Bryan Olkowski, Carla Messier, and Scott Cameron, for personnel, administrative, negotiations, and student matters. Seconded by Lindy Johnson, this motion carried unanimously. Stephen Looke moved to leave Executive Session at 6:59. Seconded by Jaiel Pulskamp, this motion carried unanimously. During Executive Session the Board discussed administrator contracts, the application of policy C5, and labor negotiations.
3. **Welcome**
 - 3.1. Reception of Guests
 - 3.2. Agenda Revisions
4. **Reports**
 - 4.1. **Student Reports**

Townes DeGroot and Anna Farber shared some of the student happenings, including some of the online resources in light of the pandemic, e.g. a virtual performance from the U-32 Theater, and some online resources through the library. Yesterday was a snow day for U-32.
 - 4.2. **Superintendent**
 - 4.2.1. Central Vermont Career Center (CVCC) Governance Study: Superintendent Olkowski introduced Penny Chamberlin and others from the CVCC: Clifton Long, Scott Griggs, Mike Deweese. CVCC had provided the board with a memo and an overview document to discuss the issue of a governance research process to determine if CVCC would best serve its region by becoming its own technical school district.

Stephen Looke moved to approve the CVCC request to establish a Governance Study Committee to determine if a governance change is appropriate for the Central VT Career Center. Seconded by Karoline May.

Discussion: Flor Diaz Smith stated that she believes this is an important effort and she would be willing to serve on the study committee. Chris McVeigh asked why the WCUUSD board's approval is needed. Penny Chamberlin explained that this is indicated in the state law. He asked what would the impact be on WCUUSD, should governance change. Penny Chamberlin indicated that this would not impact the board by asking for additional work from school board members; it would give a shared voice from the local school boards to the CVCC board. Chris McVeigh asked whether there is any budgetary impact. Penny Chamberlin indicated that the current funding structure would stay in place. **This motion carried unanimously. Stephen Looke moved to appoint Flor Diaz Smith to serve as the WCUUSD District representative on the CVCC Governance Study Committee. Seconded by Chris McVeigh, this motion carried unanimously.**

- 4.2.2. Berlin Town Center Presentation:** Tom Badowski, Brandy Saxton and Paul Simon presented to the board a proposed plan for Town of Berlin's New Town Center Project. Board members were invited to send a list of follow up questions to Melissa Tuller by March 1, 2021, to be compiled and shared with the Town of Berlin. Tom Badowski explained that the town is asking for WCUUSD to "gift back" approximately 7.4 acres of former Town owned land. He invited questions from the board. At this time there is not a time frame for when the board would need to answer this request. Mr. Badowski indicated that having board action by fall of 2021 would be ideal.
- 4.2.3. Latest Information on Tax Estimates –Budget FY 21-22:** Lori Bibeau had prepared a memo to the board to explain a change in the state's revenue forecast. She noted that equalized pupil count will be higher than had been projected and this would have a positive impact on tax rates.
- 4.2.4. COVID -19 Update:** Superintendent Olkowski indicated that surveillance testing will take place again next week. He noted that when last reported, WCUUSD had the highest participation rate, state-wide, in the surveillance testing. Elizabeth Wirth reported that there have been no cases in schools in a long time; we seem to be doing the right things and they seem to be working.
- 4.2.5. Table of Organization Presentation:** Superintendent Olkowski shared a slideshow presentation to the board. Some discussion followed around job descriptions for central office administrators. Diane Nichols-Fleming asked whether these job description documents can be made available as "working documents" to support the discussion going forward. Kari Bradley asked if Superintendent Olkowski anticipates any sort of timeline as to when the board might need to make some decisions about change regarding some of these systems. He stated that he does not have a timeline in mind; he believes it will go hand in hand with the Strategic Planning Process. He believes that the process will be fluid, as these job responsibilities will need to evolve as the needs of students evolve. Lindy Johnson indicated that the difficult part about Act 46 was around funding and control; it was less around governance. We have always been, in many ways, effective at working together.
- 4.2.6. Multi-Tiered System of Support (MTSS) Job description and Bid Specs:** **Jonas Eno-Van Fleet moved to approve the position of MTSS Resource Developer using grant funds for the remainder of the school year. Seconded by Dorothy Naylor.** Discussion: Jen Miller-Arsenault and Kelly Bushey explained their vision of this position which will be anchored at Doty School. This position being grant funded is more of a "project" (through June 30) than an ongoing position. **This motion carried unanimously.** Superintendent Olkowski thanked Jen Miller Arsenault and Kelly Bushey for their leadership with this initiative.

4.2.7. AmeriCorps Volunteers in Service to America (VISTA) Application: Jonas Eno-Van Fleet moved for WCUUSD to apply for the AmeriCorps VISTA program for the FY22 school year. Seconded by Chris McVeigh. Kelly Bushey explained the impetus for applying for this program. She had provided a memo to the board to explain the project and the process. **This motion carried unanimously.** Scott Thompson thanked Kelly Bushey for ingenuity and for seeking this diverse opportunity.

4.3. Policy Committee: Chris McVeigh thanked Jim Garrity for the work he has done to help with these policies. He introduced the following three policies.

4.3.1. First Reading for policies to be adopted on 2/17/21:

F22 Data Retention and Storage Policy,

F25 Access Control;

F41 Reasonable Care in Protecting Proprietary and/or Confidential Information.

Jonas Eno-Van Fleet asked what type of training they anticipate for the district employees, to implement these policies. Jim Garrity offered to do any training that is needed. Scott Thompson asked to what degree these policies will need to adapt as technology changes. Jim Garrity explained that the policy committee had discussed and tried to create as “agnostic” as possible policies so that they don’t indicate specific technology and can apply universally even as technology advances. These three policies will come to the board at the next meeting, for adoption.

5. Board Operations:

5.1. Open Board Seats: Flor Diaz Smith explained that George Gross will not be running in Berlin, and that Jaiel Pulskamp’s board seat in Worcester will be vacant in March. She encouraged board members to recruit write-in candidates for these board positions. Karoline May thinks that she may have recruited a person to run for a write-in position on the Worcester board. Diane Nichols-Fleming asked, as a board member, is it appropriate for her to reach out to families? Scott Thompson encouraged her, in recruitment of board members, to reach out. Board members discussed that there need to be 30 votes for a write-in candidate; otherwise the vacancy falls to an appointment.

5.2. Town Meeting update: March 1st is the date for the budget information meeting in advance of Town Meeting. Flor Diaz Smith encouraged board members to post on Front Porch Forum, especially about updated information about tax rates. Lindy Johnson asked Lori Bibeau to share updated information with the town offices so that they can update their websites.

6. Consent Agenda:

6.1. Approve Minutes of 1.13.21 and 1.20.21: Jonas Eno-Van Fleet moved to approve the minutes of January 13, 2021 and January 20, 2021. **Seconded by Jaiel Pulskamp. Discussion:** Dorothy Naylor noted that she had been present at the January 20th meeting. **This motion carried unanimously with the noted edit.**

6.2. Approve Board Orders: Lindy Johnson moved to approve the board order in the amount of \$174,007.10. **Seconded by Flor Diaz Smith, this motion carried unanimously.**

6.3. Approve Educational Support Personnel (ESP) Job Descriptions: Jonas Eno-Van Fleet moved to approve the following job descriptions as presented in the board packet: Behavior Interventionist, Personal Care Attendant, 1:1 Paraprofessional and General Paraprofessional. **Seconded by Chris McVeigh, this motion carried unanimously.**

7. Personnel

7.1. Approve New Teachers, Resignations, Retirements, Leave of Absence and Changes in FTE: Lindy Johnson moved to change the FTE for Mary Carpenter, as presented. **Seconded by Jonas Eno-Van Fleet, this motion carried unanimously.**

8. Public Comments: None

9. Future Agenda Items:

- 9.1. WCUUSD Name
- 9.2. Assessment Needs for Building Bright Futures
- 9.3. Board Retreat
- 9.4. Superintendent Evaluation
- 9.5. Diversifying Educator Workforce
- 9.6. Emergency Succession/Executive Decision Plan

10. Board Reflection

Karoline May: The board did well as far as sticking to the agenda and sticking to the time allotments. She would like to again encourage the board to allow for time during board meetings to work on superintendent job description and evaluation. She would like for the agenda committee to give careful consideration to urgency of agenda items.

Stephen Looke appreciates advance notice and preparation for agenda items. He also noted that Scott Thompson has done a good job in recent board meetings at balancing allowing people to have a voice but sticking to time constraints.

Jonas Eno-Van Fleet also feels that Superintendent Evaluation is an important agenda item which needs to be addressed as soon as possible. He hopes that the board will not limit itself to agenda items and discussion for the sake of time, and that board members will give consideration to going later as needed to allow for thorough discussion.

Chris McVeigh observed that there was no public comment tonight and that he believes this may be because it is at the end of the agenda, after a long meeting. He would like public comment to be moved to earlier in the meeting.

Diane Nichols-Fleming stated that it would be helpful for the agenda committee to indicate timelines and deadlines/ due dates for some agenda items (e.g. Superintendent Evaluation).

Flor Diaz Smith suggested that we might consider offering a different venue for community input, to be more intentional about how we ask for community participation.

Superintendent Olkowski reminded the board that a board meeting is a meeting for board business, held in public. He suggested that the board consider a board retreat again.

David Lawrence spoke briefly about the board's discussion about public comment. He believes that the board should allow a time during the meeting - earlier in the meeting - and allow for it to be "free form." The public does not always know well in advance the topic to discuss.

11. Adjourn: The board adjourned by consensus at 9:07 p.m.

Respectfully submitted,
Lisa Stoudt, Board Recording Secretary