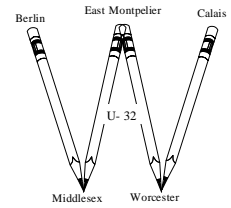


Washington Central Unified Union School District

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

11.4.20 6:00 PM – 9:00 PM

Present by Teleconference*:

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

Administrators: Superintendent Bryan Olkowski, Technology Consultant Jim Garrity, Business Administrator Lori Bibeau, Principal Alicia Lyford, Curriculum Director Jen Miller-Arsenault, Principal Gillian Fuqua, Student Services Director Kelly Bushey, Principal Cat Fair, Associate Principal Jody Emerson, Principal Aaron Boynton, Student Affairs Director Amy Molina, Principal Casey Provost, Principal Steven Dellinger Pate, Director of Guidance Lisa LaPlante

Others/Public: Ayla Carey, Claire Gallagher, David Delcore, Jess Wills, David Lawrence, ORCA Media, Daniel Diddlemeyer, Lisa Wilson, Michael Sherwin, Elizabeth Wirth, Ted, Nurse Jessica Aisbla, jb

1. Call to Order: Scott Thompson called the meeting to order at 6:01 p.m

2. Welcome

2.1. Reception of Guests

2.2. Agenda Revisions

2.3. Public Comments: Daniel Diddlemeyer thanked the administration for allowing the time today for staff to gather to work on contingency planning. He asked whether the board would consider speaking directly to the rumor that is circulating around remote learning between the holidays. He spoke about the desire to visit families.

3. Reports

3.1. Student Reports: Townes DeGroot shared that the first quarter has ended; students and teachers are working toward ending the marking period. There is a "virtual open house" taking place where teachers can share videos about their courses/ classes. Townes shared that he had spoken directly with students, he shared: students are talking about rumor of potentially closing in-person learning between holidays; would like to know. Middle Schoolers are wondering whether they will go remote - what will that look like? this will be a hard adjustment for them. Questions about how our response to COVID19 might change in the future - there is a sense that students were adjusting to the restrictions currently in place but the future is very open ended - nervousness about what the future will look like. Townes indicated that there are times when it feels like seniors are having to figure everything out on their own, whereas in the past there are more opportunities to meet together, e.g. with guidance counselors - feels like you have to go

looking for help a bit more than in the past. However, he noted that there have been some systems put into place to try to help students, and that colleges are aware that "things are weird right now."

Scott Thompson shared that the U32 Boys and Girls Cross Country Teams had performed well in the state championships, and that Jen Miller Arsenault's son took first place!

3.2. Superintendent

Superintendent Olkowski thanked Elizabeth Wirth and Gillian Fuqua for their cooperation with the Department of Health, responding to the COVID19 incident at Doty. Doty has gone fully remote for the week and hopes to resume in person learning on Monday. Gillian Fuqua thanked her staff and the community in Worcester for their responsiveness and support.

Elizabeth Wirth shared that the team worked very well together and it has been a good exercise in how to respond to such an incident. She stated that she appreciates questions because it makes communication more effective. Superintendent Olkowski thanked Gillian Fuqua and Elizabeth Wirth for their leadership.

Superintendent Olkowski shared that EMES had operated remotely yesterday due to Election Day activities at the school. Alicia Lyford shared that they had 98% attendance on that day, and all in all, was a very successful day. She noted that it was a good exercise in how to make remote learning work and that she and her staff grew from the experience. Superintendent Olkowski thanked Gillian Fuqua and Alicia Lyford for making remote learning successful. Superintendent Olkowski shared that he had followed up from the past board meeting with the Secretary of Education. He stated that there is no hard and fast threshold; that we rely on the epidemiologist at the Department of Health, to determine whether we are in Step 1, 2 or 3. He stated that we are allowed to make decisions about short periods of time; for example with Doty, we made a decision to work remotely, and are hoping it is for a week only. The idea of going fully remote between the holidays has been a question for the Agency of Education. He has been told there will be additional guidance coming; is hoping within the next few days to receive additional guidance. At this time we are still planning to operate in person until we hear otherwise from the Agency of Education.

Karoline May asked whether the superintendent needed anything specific from the school board. Superintendent Olkowski stated that he would like to get some more feedback from his leadership team and get back to the board. For example, he shared that the schools had just had early release to prepare for contingency planning and it was much appreciated and well-received.

Scott Thompson asked, is there any mechanism to share lessons learned from the experiences, for example, from Doty and EMES? Superintendent Olkowski stated that he shares with the regional superintendents; they share their experiences and lessons learned. Gillian Fuqua stated that she and Elizabeth Wirth had created a document based on their experience - what to know going forward. She stated that this leadership team is very good at sharing information with each other, for example in the form of google docs.

Alicia Lyford stated that we are working on opportunities for full time remote teachers to share with the in-person teachers, to share their "tricks of the trade" based on what they have learned.

Superintendent Olkowski thanked Amy Molina for organizing the food drive during the month of October, for families in our towns. Amy Molina shared that this was the USDA Farm-to-Families opportunity; 252 families were affected. She thanked the Cabot Creamery facility on Gallison Hill for helping with food storage. She also shared that the U32 middle school staff extended their gratitude to the board for allowing the extra planning time today.

3.2.1. Central Office Job Description: Superintendent Olkowski and Lori Bibeau shared the process to date in updating the job description for Business Administrator. Superintendent Olkowski had shared a memo with the board describing the job search, including the timeline.

Kari Bradley moved to approve the job description for Business Administrator.

Seconded by Flor Diaz Smith. Discussion: Karoline May asked about some of the details under "Additional Competencies." These are standard competencies from other job

description templates. Jonas Eno-Van Fleet stated that if there is an opportunity to hire and have a longer period of training/ cross-over he would support that. **This motion carried unanimously.**

3.2.2. Technology – Hot Spots: Superintendent Olkowski had shared a memo with the board regarding WiFi Hotspot and Internet Access Acceptable Use Agreement. Jim Garrity shared some of the updates around technology

3.3. Finance Committee

3.3.1. Clerk of the Works

3.3.1.1. Current Capital Projects - Update

3.3.1.2. Clerk of the Works Contract

3.3.1.3. Future Capital Project Planning

Flor Diaz Smith shared that the Finance Committee had met with Bill Ford yesterday. He is currently overseeing approximately nine projects at this time. Two projects that may go further than December 2020: Berlin paving and retention ponds at Berlin and U32. In Calais, we are on a fast track to complete a project by December 2020 in order to be covered under the CARES act.

Flor Diaz Smith shared that the committee recommends continuing the contract with Bill Ford as Clerk of the Works; would like to propose to keep him for next year. She shared that we don't know yet what the facilities work for next year will be. The Finance Committee is preparing for a first look at a draft of a list of facilities work for the next year. Flor Diaz Smith stated that the finance Committee is planning for a Facilities Manager position; this is separate from the Clerk of the Works. Board members expressed support of this information.

3.3.2.WCUUSD Budget Draft #1

Superintendent Olkowski and Lori Bibeau presented the first draft of the budget for FY22. Superintendent Olkowski shared that student enrollment is trending downward in both elementary grades and at U32. This year there is a decrease in tuition students at U32. He stated that he has asked elementary school principals to reach out to Town Clerks to forecast student enrollment. He stated that in the next few weeks he might be better prepared to speak to projected student enrollment as a trend or as a "blip."

Lori Bibeau shared that she had shared staffing information for this budget draft. She noted that she has asked each Town Clerk to share with her their Town Reports so that the WCUUSD Board can plan on information that fits the Town Reports.

Karoline May asked for clarification on state placed students. They are fully reimbursable from the state.

Lori Bibeau shared that we will have more detailed information about revenue in the next budget draft. Some discussion followed around savings from early retirements.

Superintendent Olkowski shared the following that are not included in this budget draft:

Facilities Director 1.0 FTE

Health Instructor 0.6 FTE (Berlin, Rumney, Doty)

Curriculum Management Review outcomes/ initiatives - will lead to a Strategic Planning Process

Lindy Johnson asked for more specifics around the Strategic Plan - what kind of dollar amount is expected? Superintendent Olkowski stated that the dollar amount is not yet known, as this will evolve as a plan is developed. Lindy Johnson expressed concerns about the ability of our communities to support a budget with more initiatives, especially in these unprecedented times. She noted that we can't continue to defend spending more money on improving student outcomes, if student outcomes are not improving. We are a small district with a high per pupil spending as it is. Superintendent Olkowski stated that he expects at some point we will have a long list to consider; we will have to consider the recommendations and determine a way forward.

3.3.3.WCUUSD Budget Timeline

Flor Diaz Smith reviewed the WCUUSD Budget Timeline draft. She invited board

members to consider and email Finance Committee members any input or suggestions around engaging the community.

Dorothy Naylor stated that having a board budget training on the same night as a board meeting is too much to ask in one evening; board meetings are long as it is.

Kari Bradley noted that the finance Committee had discussed that the way for the process to work well is to not micromanage the line items in the budget but to create a process and set parameters/ expectations/ priorities for the administration to develop the budget. He invited board members to consider these priorities in preparation for the November 18th meeting.

3.4. Policy Committee

3.4.1. First Reading to be adopted 11.18.20: C12 Prevention of Sexual Harassment as Prohibited by Title IX: Diane Nichols-Fleming indicated that much of this policy is required language. Kelly Bushey shared that this policy has been drafted according to VSBA guidance and has been reviewed by Heather Lynn, attorney. Superintendent Olkowski stated that legal counsel had shared that the procedures should in fact be included in this policy. The draft that the board is reviewing tonight does not include the procedures as that news was received after the board packet had been shared. The procedures will be included in the next reading. The board agreed to move this policy to second reading.

3.4.2. Second Reading and Adoption: C7 Student Attendance; C20 Student Conduct and Discipline; C46 Interrogation or Searches of Students by Law Enforcement or Other Non-School Personnel; C49 Kindergarten Entrance Age; D3 Responsible Computer, Internet & Network Use; D4 Title Comparability; D5 Animal Dissection; D6 Class Size; E1 Title 1 Parent Involvement Compacts; E45 Role of Religion in School; F1 Travel Reimbursement:

Jaiel Pulskamp moved to adopt the following policies: C7 Student Attendance; C20 Student Conduct and Discipline; C46 Interrogation or Searches of Students by Law Enforcement or Other Non-School Personnel; C49 Kindergarten Entrance Age; D3 Responsible Computer, Internet & Network Use; D4 Title Comparability; D5 Animal Dissection; D6 Class Size; E1 Title 1 Parent Involvement Compacts; E45 Role of Religion in School; F1 Travel Reimbursement.

Seconded by Jonas Eno-Van Fleet. This motion carried unanimously.

3.5. Negotiations Committee Update following IBB: Jonas Eno-Van Fleet shared that a training had been planned on Monday; it had been cancelled and is currently being rescheduled, possibly for next week. The logistics of beginning the negotiations process will be worked out at that time.

3.6. Central Vermont Career Center Update: Flor Diaz Smith shared that she, Steven Dellinger-Pate and Bryan Olkowski comprise this team. She noted that current discussions are around building a new facility.

3.7. VSBA Update: Flor Diaz Smith shared that the 9 resolutions were reviewed at the Regional meeting. She shared that Resolution #4 had passed but the language was changed around governance issues related to sending schools.

4. Board Operations

4.1. Board Norms: Board members considered three different board norms documents. Jill Olson will draft a document for the board to consider, based on feedback. Board members agreed that the first example is the one that most closely aligns with how this board operates. Some clarification on public engagement/ community involvement, and on clarifying the phrase “not spending time in the weeds.” Kari Bradley stated that he believes reflecting at the end of board meetings is important. Another missing item in the list is around “communicating out” from board meetings. Flor Diaz Smith stated that she believes we can flesh out “Respect Each Other” more by using some of the items from the third example

5. Consent Agenda

5.1. Approve Minutes of 10.21.20: Jonas Eno-Van Fleet moved to approve the minutes

of October 21, 2020. Seconded by Jill Olson. Discussion: Karoline May and Jaiel Pulskamp were not present but were listed as such. **This motion carried unanimously, with noted edits.**

5.2. Approve Board Orders: Lindy Johnson moved to approve board orders in the amounts of: \$389,334.67 and \$30,964.20. Seconded by Flor Diaz Smith. This motion carried unanimously.

6. Personnel

6.1. Approve New Teachers, Resignations, Retirements, Leave of Absence and Changes in FTE:

Lindy Johnson moved to approve Casey LeClerc for the position of School Nurse at U32. Seconded by Diane Nichols-Fleming, this motion carried unanimously.

7. Public Comments: Scott Thompson invited public comments at this time.

David Lawrence stated that he is in support of considering a name change to the district.

8. Future Agenda Items

8.1. Energy Project Consultant

8.2. Articles of Agreement: (possible reduction of board size): Kari Bradley suggested having an agenda item to discuss pros and cons, and to take a straw poll, and then assign a small group to take on the task.

8.3. Superintendent Job Description and Evaluation

8.4. Jaiel Pulskamp would like to add: WCUUSD name change to the agenda in the future when the board has time to discuss this.

9. Adjourn: The board adjourned by consensus at 8:44 p.m.

Respectfully submitted,

Lisa Stoudt, Board Recording Secretary