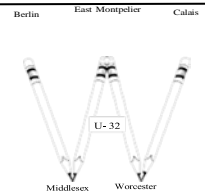


Washington Central Unified Union School District

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

Debra Taylor, Ph.D.
Interim Superintendent



Washington Central Unified Union School District Board Meeting Agenda - Adjusted

6.17.20 6:00 PM – 9:00 PM

Virtual Meeting Information:
<https://tinyurl.com/yckmqp2l>
Meeting ID: 977 6174 1175
Password: 220871

Dial by Your Location 1-929-205-6099

Open Meeting Law temporary changes as of 3/30/20:
Boards are not required to designate a physical meeting location. Board members and staff are not required to be present at a designated meeting location.
Our building will not be open for meetings. All are welcome to attend virtually.

TIME
(in minutes)

5	1.0	Call to Order
10	2.0	Welcome
	2.1	Reception of Guests
	2.2	Agenda Revisions
	2.3	Public Comments
	2.4	Students' Report
15	3.0	Board Operations (Discussion/Action)
	3.1	Superintendent Transition Update –July 1, 2020
	3.2	Board Meeting Summer Schedule – pg. 3
60	4.0	Reports (Discussion/Action)
	4.1	Superintendent – pg. 4
	4.2	Leadership Team – pg. 7
	4.3	Finance Committee
	4.3.1	Quarterly Budget Update – pg. 12
	4.3.2	Efficiency Study
	4.3.3	Construction Update – pg. 18
	4.3.3.1	Construction Bid Approval– pg. 19
	4.4	ESP Negotiations (Action) – pg. 22
	4.4.1	Approve Union ESP Contract for 2020-2021
	4.4.2	Approve Teacher Union Contract MOU for 2020-2021
	4.5	Policy (Action) – pg. 23
	4.5.1	First Reading of C47 Student Exchanges – pg. 26
	4.5.2	Second Reading of C7 Student Attendance, C21 Search & Seizure of Students by School Personnel – pg. 32
	4.5.3	2019 Policy Approval
		Extend Approval of all 2019 Policies for One Year – pg. 37

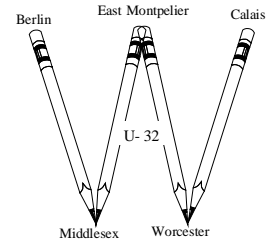
10	5.0	Consent Agenda (Action)
	5.1	Approve Minutes of 6.3.20 - pg. 38
	5.2	Approve Board Orders
5	6.0	Personnel (Action)
	6.1	Approve Hires, Resignations, Retirements
	6.2	Approve Non-Union Staff Compensation for 2020-2021
	6.3	Approve Addition of Two Behavior Interventionist Positions – pg. 44
5	7.0	Future Agenda Items
20	8.0	Executive Session (Personnel)
1	9.0	Adjournment

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Debra Taylor, Ph.D.
Interim Superintendent



MEMORANDUM

TO: Board of School Directors
FROM: Agenda Planning Team
Scott Thompson, Chair
Flor Diaz-Smith, Vice Chair
Jonas Eno-Van Fleet, Clerk
Diane Nichols-Fleming
Jill Olson
DATE: June 10, 2020
RE: Summer Board Meeting Calendar

The following recommendations are made to the full board concerning the summer board meeting calendar.

1. July 1 - Meet and Greet New Superintendent
2. July 15- Regular Board Meeting (including committees)
3. August 5 - Board Retreat
4. August 19 - Regular Board Meeting (including committees)

Questions for Board Discussion:

Are these dates and focus areas agreeable?
Shall we plan in person meetings (with proper safety precautions)?
Shall the Board appoint a committee to plan the summer retreat?

Board action is recommended for planning purposes.



Superintendent's Report

June 17, 2020

School Reopening Planning

Secretary Daniel French announced on June 10 that schools will plan to safely open for in-person instruction in the fall. Full guidance, which will be published next week, will include health screenings, provisions to ensure people who are sick can stay home, and plans in the event of an outbreak.

As we look ahead to the 2020-2021 school year, we recognize that we need to plan for both in-person and remote learning. We have identified five areas (task forces) to take up this work. In keeping with our guiding principles, we must remain student- and family-centered during this unprecedented time. We strive to create a plan that is flexible and responsive to our students' and their families' needs and that strengthens the partnership between home and school in order to best meet our students' needs during this continued time of uncertainty.

1. Health and Safety. Doing everything that we can to support the health, safety, and wellbeing of our students and their families is our top priority. This includes maintaining safe facilities that aid in providing for the health and safety of our students and staff for in-person school programs and limits the risk of COVID-19 transmission. Additionally, we will continue to provide nutritious foods, promote opportunities for physical wellness, and provide social- emotional and mental health support for all of our students.

2. Equity. This on-going pandemic affects everyone but will disproportionately impact the most vulnerable students and families. Equity should be at the forefront of all planning and implementation.

3. Relationships. Making connections and maintaining relationships are at the foundation of all implementation plans. Set a schedule that includes faculty and staff connecting with students as frequently as possible.

4. Teaching and Learning. In looking ahead to the 20/21 school year, we are preparing for the provision of teaching and learning in-person, remotely, and/or a hybrid model, depending on public health guidance. WCUUSD will consider both the health and safety practices of providing in-person instruction

and the variable abilities of families to access and utilize the internet and the impacts of increased screen time expectations required of remote learning.

5. Funding, Policy and Communication. This workgroup will focus on planning for the reopening of school for the fall with the focus on returning to in person instruction. They will oversee any changes to policies, in collaboration with the school board, that may be needed or existing policies that need to change due to reopening and/or remote learning. They will take responsibility for establishing a clear communication plan for these five groups. They will oversee and monitor financial and budgeting issues, strategies, and future budget planning.

Congratulations Class of 2020!

Our virtual ceremonies were well received and we are very proud of our graduates! Members of this class were accepted at nearly 100 colleges, universities, and technical schools locally, nationally and internationally.

Over 60% of our students will embark upon continuing education next year. Others are entering the workforce, joining the military, entering career education, apprenticeships or taking a gap year. Our graduating students were accepted at nearly 100 colleges, universities and technical schools. Please see the full list [HERE](#).

We are so proud of their accomplishments as they have overcome much adversity and faced unexpected challenges - demonstrating that they are ready for the next step in their journey into the future. We hope they keep in touch!

Summer Update

Like most districts in Vermont, we will not be providing in person summer school or extended school year instruction for students in the district this summer. However, a small number of students will participate in our community connections summer camp, based in East Montpelier Elementary School. We are gauging interest in this child care option with our families for students ages 3 through 8. The program is scheduled during the month of July. Our summer meal program will run in tandem with summer camp.

Over 50 teachers have signed up to participate in curriculum camp in June after school concludes. We are pleased with the high interest and plan to utilize this work as an opportunity to advance our curriculum development efforts.

The school reopening task force has been created. We are seeking staff participation in these teams. The groups will hold their initial meetings on June 19.

Statehouse

Legislators continue their work on the state budget. At this time, there is a COVID-19 bill under consideration which will reimburse school districts for extraordinary expenses. Here is a [link to the Bill](#). A legislative report is expected to be published in the near future.

Negotiations

The Board Negotiations Committee and ESP Union reached a tentative agreement on a one year contract

The board will consider conditional approval pending union ratification.

We also propose an addendum to the recently settled teacher collective bargaining agreement which incorporates the statewide health plan, effective January 1, 2021.

Education Quality

The Education Quality Committee has established its charge and begun a review of student achievement data. A calendar for their monthly work plan has been established.

Finance

We are completing the closing of our books for the 20-21 school year. Pending the finalization of revenue information for COVID-19, we anticipate ending our year with the total estimated surplus of \$2,388,167.

Seventeen construction projects are underway this summer in 5 of our 6 schools. We anticipate these projects to be completed on time and within budget. Bill Ford will oversee the summer work.

An Efficiency Study was commissioned in 2014. The report was provided to the board but not addressed or adopted. The finance committee has begun to re-examine this work in preparation for future budget development work.

Farewell and all the best to Washington Central UUSD School Board, Administration, Faculty, Staff, Families and Students!

Have a great summer!

Respectfully submitted,
Debra Taylor, Ph.D.
Superintendent

WCUUSD School Board Leadership Team Report

June 2020

Administrative Updates:

Berlin: Berlin 6th graders graduated Thursday June 11th with a wonderful drive through ceremony and a prerecorded ceremony as well. You can see our prerecorded ceremony [here](#), or visit our school YouTube page ([Berlin Elementary School](#)). Thank you to our staff for working to create a memorable ceremony. We'd like to thank our PTNA for the decorations and also our maintenance staff for preparing for the event. We'd like to thank all of our parents, students, and staff for working so hard during these last three month of remote learning. I am so impressed with the support of our families. I am proud of the work our teachers have done to reach out strongly to all families, keeping the principles of our CLP at the forefront of our work. Although we are not certain about next year's structure due to the dismissal and transition back to school, we have the following grade levels planned (One K, two 1st grade classes, one 2 second grade class, three 3/4 classes, three 5/6 classes). We have been discussing a higher level of departmentalization by subject area (math and literacy) and plan to integrate this grades 3-6 this fall.



Calais: Calais students have been in a whirlwind of culminating activities and virtual celebrations in the last few weeks. Our 3rd graders have been working on their Personal Interest Projects (PIP) all spring and have shared out on our website. Check them out [here](#)! Our 5/6 students are putting the finishing touches on their Medieval Projects which reflects hours of research, writing, and sharing of their work. On June 8th, Kelly MacMartin and her 5/6 students facilitated a virtual, all school morning meeting that celebrated our leadership team, 6th graders, and staff who are leaving. It went so well and was a beautiful reminder that we can hold onto past traditions in a new way. On June 10th, Calais celebrated their 6th graders with a virtual graduation beginning at 5:00 and a "Drive Bye" ceremony at 6:30. Check out our [site](#) for the video. By June 19, we hope to have both the virtual and in person events pieced together in one video to share back with 6th grade families as a memento. Our plan is also to hold a Step Up event in keeping with our past traditions on the last day of school for students to meet with next year's teachers.

On June 15th, staff will gather to celebrate colleagues who are moving in new directions. At this time we plan to honor PE/Health teacher John Fish who is retiring

after 28 years in education and 22 of those years served at Calais. It has been an honor and privilege to serve with John.

Lastly, work on installation of an airlock at Calais in our lobby begins on June 15th with roofing over the cafeteria to follow. The projects are important elements to ensuring our students and staff have a safe, secure, and much improved building to return to in the fall.

Doty: Doty students have spent their final week at school engaged in various scavenger hunts, modeling tree forts, and other creative challenges. We were able to have a modified Pre-K celebration on Friday, June 5. On Wednesday, June 10, the sixth graders celebrated the end of their year with a drive-thru opportunity to collect their diplomas and ring the bell at the historical society - a time-honored and well-loved Doty tradition! Photos from this event will be added to the end of [this graduation video](#) that was shared with families on the 9th in preparation for the 10th. Sixth grade families will receive final copies of the video on thumb drives.

In other news, fair Doty is looking a bit disheveled as the old siding is being removed, some windows are boarded up, insulation is being augmented, and new sheathing and vapor barrier is put on. We like to think of the building as being in its chrysalis and are looking forward to the end results!

EMES: Like any other year, the final week at EMES was a whirlwind! EMES students spent their final days participating in field trips with their families, playing games and sharing in a bit of competition in an awesome virtual field day, and meeting their next year's teachers and classmates through Zoom meetings. On Thursday night, 6th graders and their families participated in a drive-by send-off while staff cheered from decorated vehicles that lined the road. It was a beautiful evening and a lovely way to say goodbye to our 31 graduates. On Friday, the staff participated in a final EMES Staff Parade through the roads of E. Montpelier, handing out bracelets with inspirational sayings on them to each student. We ended the week with an all-school dance to [Celebration!](#)

On Friday, our staff participated in a 60-minute webinar with Joelle van Lent and Gillian Boudreau on framing the work with our students, families, and coworkers during the pandemic. This work will help us balance taking care of ourselves and taking action during this uncertain time. On Monday we will say goodbye to Sheila and Alex at a picnic lunch at EMES.

Rumney: Rumney celebrated our sixth grade students on Tuesday, June 9th. We offered a "drive-thru" style photo opportunity at the entrance of the school followed by individual recognition of each sixth grader, who then had an opportunity to "Run the Gauntlet" to be celebrated by faculty and staff. We held the event outdoors in the parking lot to safely keep families in vehicles spaced 6 feet apart. We also acknowledged Jessica Lyle-Chaplin, who is retiring from Rumney this year after 35 years of service to WCUUSD. We will miss Jessica and all that she does for the students, families, staff, and community

of Rumney. Pictured below is a picture of Jessica running the gauntlet at the close of the Sixth Grade Celebration!



The year was closed out for students on June 11th with a virtual All-School Meeting and a final staff car parade to wish our students a Happy Summer! A final note -- our gym roof replacement work is already complete.

U-32: U-32 will broadcast the graduation speeches and awards live on [Orca on Friday Evening at 6:00 PM](#). Diplomas will be distributed in a [Drive Thru Ceremony](#) that will be live streamed on Saturday, June 13th. The [Senior Awards Video](#), [HS Awards Video](#), and [Eighth Grade Step-up](#) are on YouTube.

June Professional Learning Opportunities

Our June inservice days are fast approaching. The leadership team has worked hard to create plans that strike a balance between asynchronous and synchronous learning opportunities.

In addition to the typical end-of-year inservice activities--report cards, cleaning out learning spaces, reflecting on professional goals, honoring employees--groups will meet virtually to reflect on curriculum, instruction, and assessment issues related to remote learning and begin to plan for the fall. We will also launch a districtwide book discussion of *Onward* by Elena Aguilar, revisit the self-care goals that we set last August, and reflect together about what we've learned during this period of remote learning.

Virtual Curriculum Camp will take place on June 22 and 23. Curriculum Camp is a PreK-Graduation professional learning experience. Over 40 teachers have signed up to participate! We'll engage in work related to literacy, math, transferable skills (including social emotional learning), and physical education through the lenses of universal design for learning, trauma-informed practices, and equity.

Staffing Updates

Berlin

- New Hires:
 - Dani Jesmonth, 3/4 teacher. Patty Abraham PE teacher. Jessica Egizi, 5/6 teacher (officially)
- Staffing Shifts:
 - Megan Mitchell will move to math teacher/interventionist. Amy Accles will move to one of our reading intervention positions.
- Remaining Hiring:
 - We are still seeking a grade 3/4 special educator.

Calais

- Departing Staff:
 - John Fish, PE and Health; Lisa Hodgson, Special Educator; Alexandra Morse, Art; Samantha Mishkin, Music; and Jack Taylor, Behavior Interventionist
- New Hires:
 - Jimmy Warden, 5/6 homeroom teacher; Erica Rose, Art; Meta Bravos, Music; and Rod Lang, school wide behavior support

Doty

- Staffing Shifts:
 - Christine Hertz-Hausman has reduced her contract to half-time. Julie McKinstry will increase her FTE to 1.0 and take on literacy intervention services, focusing on our primary wing.
- Departing Staff:
 - Meta Bravos is leaving us to take her musical talents to Calais!

EMES

- Departing Staff:
 - Sheila Paterson, Special Education; Alexandra Morse, Art; Diana LaPerle, Behavior Interventionist
- New Hires:
 - Hilary Paquet, Special Education; Jen Campbell, Art; Jack Taylor, Behavior Interventionist

Rumney:

- Retiring Staff:
 - Jessica Lyle Chaplin is retiring after 35 years of service to WCUUSD. She will be greatly missed!
- Staffing Shifts:

- We are going to be sharing Jennifer Campbell with EMES. Jen's Rumney art position is being reduced by 10% and she has resigned from her 40% paraeducator position. We are fortunate to keep Jen as our incredible art teacher!

U-32

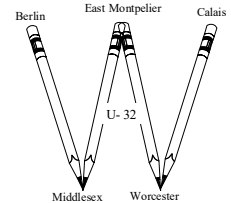
- Departing Staff:
 - Bill Deiss, Assistant Principal/Special Education; Abbey Brophy, Middle School ELA; Brie Healey, Middle School Science; Peter Arsenault, PE/Health; Chas Legge, PE; Sara Richardson, Special Education
- Retiring Staff:
 - Paula Crossett, School Nurse; Kit Walker, Math; Maggie Desch, Science; Paula Emory, Social Studies; Kathy Topping, Science
- New Hires:
 - Julia Pritchard, Special Education Coordinator; Jen Britel, School Nurse; Sean McIntyre, Middle School ELA; Alan Hefferon, Social Studies; Alison Byrnes, Math; Amy Urling and Bradly Parker, Science; Tess Prestage, Middle School Science; Hunter Hedenberg, PE/Health; Haley Fitzgerald, Melissa Wheeler, and Sara Glynn, Special Education

Washington Central Unified Union School District

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Dr. Debra Taylor
Interim Superintendent



TO: WCUUSD School Board
FROM: Dr. Debra Taylor, WCUUSD Superintendent
Lori T. Bibeau, WCUUSD Business Administrator
RE: Quarterly Financial and Covid-19 Update
DATE: June 17, 2020

Quarterly Financial Report

This report includes the final projections for FY 19-20. At the time of writing this report, there are still questions regarding processing COVID reimbursements and the eligibility of some expenses. We are still awaiting responses to our COVID related questions from the Agency of Education. Any new instructions or information will result in changes that will occur prior to closing the financial statements this year.

This is the first year as a newly merged district so there are balances that transfer in as revenue which were previously reserved as fund balances. At Town Meeting this year, the voters approved reserving the audited fund balances and gave the WCUUSD School Board the authority to utilize the fund balances. Due to the merger, there have been costs that were paid ahead which resulted in one time savings this year. There have also been board actions to transfer funds to support Capital Projects for U-32 and Doty. The attached report provides the General Fund details by quarter. Here is a summary of the projections using the information as of June 12, 2020:

KEY: Increase (Decrease) to Fund Balance

Revenues Changes

- Increases to Fund Balance
 - Tuition \$136.7k
 - Transportation Aid \$133.2k
 - Interest Income \$29.7k
 - Small School Grant /Tech Center Transportation \$17.1K
- Decreases To Fund Balance
 - Intercompany Accounts (\$15.8K)
 - Miscellaneous Income-Erate & Reimbursements (\$43.3k)
 - Special Education Reimbursement (\$117.8k)

Projected Revenue Increase to Fund Balance \$139.8K

Expense Changes

- Increases to Fund Balance
 - School Close Down Savings \$615.7
 - Staffing & Program Changes \$391.3k
 - Transfer to Fiscal Software Reserved Fund Balance \$100k
 - Special Education \$83.1k
 - Technology Equipment Reserved Fund Balance \$50.7k
 - Expenses Paid in Prior Year \$48.3k
 - Interest Expense \$38.7k
 - Administrative \$29.6k
 - Operation of Plant \$51.3k
 - Intercompany Accounts \$15.8k
- Decreases To Fund Balance
 - Board Authorized Transfers to Capital –U32& Doty (\$479.5k)

Projected Expense Increase to Fund Balance \$945.0k

NET Projected Increase to Fund Balance \$1084.8k

In summary:

- The beginning Fund Balance transferred in as Revenue in the amount of \$1,941,292
- NET projected increase to Fund Balance for FY19-20 \$1,084,807
 - Combined projected fund balance total is \$3,026,099
 - Less fund balances reserved for specific purposes (\$637,932)
 - Equals projected ending Fund Balance reserved for operations \$2,388,167
 - Target Fund Balance at 2% is \$677,095 which leaves a projected amount of \$1,711,072 beyond the target amount.

Other notes:

- The previous information does not include the COVID expenses. Please continue reading to learn more about those items.
- Fund Balance considerations:
 - At a future meeting the School Board will consider options for the audited Fund Balance.
 - Some ideas are to reserve Fund Balance for multi-year revenue shortfalls and/or to transfer an amount to the capital fund.
 - A more comprehensive recommendation will be developed as more information is shared at the state and federal level by the Fall 2020.

School Closure Financial Update

The WCUUSD Board requested an update of the financial impacts due to the school closure. We are still awaiting guidance from the Agency of Education regarding financial processing for staffing allocations, Special Education reimbursements and tracking COVID costs. Here is an update of the work that has been completed so far:

- The Fiscal Staff, Administrative Assistants and Washington Central Leadership Team have been busy closing down purchase orders that will no longer be needed.
- Using the latest information, we have updated the projections for contractual staff salaries and benefits.
- There are some projected savings due to school closure along with, new costs associated with school closure.
- Other considerations include the requirements in the Governor's Order for schools to provide remote learning, food distribution and childcare.
- We are in the process of collecting information regarding the new COVID-19 leave opportunities, including payment to staff for unscheduled work time. As this is work in progress, there are no financial estimates included in this month's report.

Using the information to date, here is a summary of the projections as of June 12, 2020:

*Please note: This fiscal year has a few more weeks so these amounts are subject to change. The COVID expenses are NOT included in this month's financial report in the anticipation for CARES reimbursement from the Agency of Education.

Programs with a projected savings of approximately \$615.7k*:

*Note: Some of the savings included in this estimate is due to unspent budgets not necessarily related to COVID-19 school closure. This savings is included in the Fund Balance Summary report.

- Substitutes
- Spring Athletics
- Student Transportation Services-(This savings may result in a loss of reimbursement for Budget FY 21-22)
- Instructional and Support Programs

Programs with a projected loss of revenues/new programs

NOTE: The NET Cost is approximately \$325.4k after projected new revenues:

- Loss of Revenues
 - School Food Programs
 - Community Connections Program
- New Costs and Revenues –Per Governor's Orders
 - New Food Distribution Program
 - New Childcare Program
 - Remote Learning
- Note NOT included: Special Education revenues may have a shortfall for the current year for staffing, contracts etc.
- This is not included in the Fund Balance Summary report as we are expecting CARES reimbursement from the Agency of Education.

Due to the unique situation of the ongoing changes to the Governor's Orders, a more detailed report will be developed for the final June 30, 2020 report.

In summary, if the CARES money is not allocated by the Agency of Education by June 30, 2020, the fund balance is projected to decrease by \$325.4k.

Special Education Update:

- The estimated special education expense savings related to COVID is +\$200,048, after a reduction of Special Education reimbursements of (\$141,945) this results in a fund balance increase of \$58,103.
- NOTE: If the anticipated expense savings requires payment without AOE reimbursement, the projected reduction in fund balance is \$(170,048).

**Washington Central Unified Union School District
FUND BALANCE SUMMARY
Fiscal Year 2019-2020**

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		
Transfer from Reserve Accounts:		
Transfer from Reserve Accounts-WCSU & School Fund Balances	July 2019	\$1,460,037
Transfer from Reserve Accounts-Technology Fund Balances	July 2019	\$481,255 * See Reserves Below
Subtotal Transfer from Reserve Accounts(A)		\$1,941,292

Revenues Changes:		BUDGET 2020	CHANGE	PROJECTED 2020
Special Education Reimbursements	Sept 2019		\$146,462	* See Expenses Below
Interest Income	Sept 2019		-\$37,556	* See Expenses Below
Miscellaneous Income-Intercompany Shared Billing	Dec 2019		-\$15,800	* See Expenses Below
Tuition From Other School Districts(Budget was 50 actual is 58)	Dec 2019		\$151,939	
Small Schools Grant	Dec 2019		\$8,728	
Transportation Aid	Dec 2019		\$133,174	
Special Education Reimbursements & Prior Year	Dec 2019		-\$143,375	* See Expenses Below
Act 166 Tuition-Other SD	Dec 2019		\$16,780	
Special Education Reimbursements	March 2020		\$41,177	* See Expenses Below
Interest Income	June 2020		\$67,219	
Small Schools Grant/Tech Center Transportation	June 2020		\$8,353	
Tuition From Other School Districts(Budget was 50 actual is 56.3)	June 2020		-\$32,492	
Special Education Reimbursements	June 2020		-\$162,130	* See Expenses Below
Act 166 Tuition-Other SD	June 2020		\$480	
Miscellaneous Income-Incl Erate/Reimbursements	June 2020		-\$43,176	

TOTAL REVENUES(B)	\$33,854,769	\$139,783	\$33,994,552
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Expense Changes:		BUDGET 2020	CHANGE	PROJECTED 2020
Special Education changes-Primarily Addl-1:1 Paraeducators (5.4 FTES)	Sept 2019		-\$261,539	*See Revenues Above
Unfilled Positions & CFG Grant funded position-Professional (-1.7 FTE'S)	Sept 2019		\$147,805	
English Language Learner Position Additional .3FTE Salary and Benefits	Sept 2019		-\$30,232	
Salary & Benefit Staffing Update- FY19-20-Primarily Health Insurance	Sept 2019		\$731	
Expense Savings From Prior Fiscal Year	Sept 2019		\$52,076	
School-wide Expenses-PreK	Sept 2019		-\$22,600	
Interest Expense	Sept 2019		\$37,556	*See Revenues Above
Fund Transfer to U-32 Capital Fund-PER Board September 18, 2019	Dec 2019		-\$437,490	
Expenses From Prior Fiscal Year -Updated	Dec 2019		-\$3,787	
SU Intercompany-Shared Billing	Dec 2019		\$15,800	*See Revenues Above
School-wide Expenses-Primarily Pre K	Dec 2019		\$7,843	
Special Education Programs-Tuition & Professional Ed Svcs	Dec 2019		-\$49,043	*See Revenues Above
Fund Transfer to Doty Capital Fund-PER Board March 4, 2020	March 2020		-\$42,000	
Technology-Fiscal Software	March 2020		\$100,000	*See Res. Fund Balance
Special Education Update	March 2020		\$89,464	
Salary & Benefit Staffing Update- FY19-20-Primarily Health Insurance	March 2020		\$106,239	
Operation of Plant-savings-Primarily Utilities	March 2020		\$26,700	
Administrative Savings	March 2020		\$28,539	
Payroll Close Down Estimates	June 2020		\$164,866	
Special Education Savings	June 2020		\$304,314	*See Revenues Above
Close Down Savings-various departments	June 2020		\$43,366	
Technology-Equipment-Reserve Below**	June 2020		\$50,677	See Reserve Below
Estimated Closedown Savings	June 2020		\$615,739	
	June 2020		\$0	

TOTAL EXPENSES(C)	\$33,854,769	\$945,024	\$32,909,745
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CURRENT YEAR OPERATIONS-REVENUE LESS EXPENSES (B-C)=D	\$1,084,807
BEGINNING BALANCE + CURRENT YEAR OPERATIONS(A+D)=E	\$3,026,099

Reserved Items:

Reserved for Technology Equipment	-\$328,932	* See Transfer Above
Reserved for Fiscal Software & Related Costs-Includes Interest Income	-\$309,000	* See Transfer Above
Reserved for Retirement Expense-Year 3-This year	\$0	
Subtotal Reserved Items (F)	-\$637,932	

Other board considerations for fund balance:

Possible reserve for future transportation aid \$54k	\$0
Board Authorized summer program if needed \$37,637	\$0
Possible Reserve for SPED contracts \$170,048	\$0
Possible reserve for Cares \$ TBD \$325.4K	\$0

PROJECTED ENDING BALANCE-Reserved For Operations(E+F)=G	\$2,388,167
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Note: Target Fund Balance at 2% of current year budget \$677,095

Amount Available Beyond the 2% Target	\$1,711,072
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Washington Central Unified Union School District
FUND BALANCE SUMMARY
Fiscal Year 2019-2020

SPECIAL REVENUE FUND(2)-GRANTS

Beginning Fund Balance	\$0
Projected Income	\$1,863,282
Projected Expense	-\$1,863,282
Projected Available Funds	\$0

CAPITAL PROJECTS FUND(3)

	Combined Totals	BERLIN	CALAIS	EAST MONTPELIER	MIDDLESEX	WORCESTER	U32	Central Office	WCUUSD
Transfer from Reserve Accounts:									
Transfer from Reserve Accounts(A)	\$2,826,095	\$434,336	\$191,947	\$878,621	\$268,560	\$236,623	\$717,038	\$98,970	\$0

Revenues:									
Interfund Transfers	\$636,522	\$25,000	\$43,000	\$71,522	\$40,000	\$0	\$437,000	\$20,000	\$0
Transfer from Operating Budget-Per Board Action Sept 18 2019	\$479,490	\$0	\$0	\$0	\$0	\$42,000	\$437,490	\$0	\$0
Miscellaneous Income-Vehicle Trade In/Prior Year Refund	\$21,583	\$0	\$0	\$0	\$5,535	\$0	\$16,048	\$0	\$0
Interest Income	\$48,093	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$48,093
TOTAL REVENUES(B)	\$1,185,688	\$25,000	\$43,000	\$71,522	\$45,535	\$42,000	\$890,538	\$20,000	\$48,093

TOTAL TRANSFER FROM RES & REVENUES(A+B)=C	\$4,011,783	\$459,336	\$234,947	\$950,143	\$314,095	\$278,623	\$1,607,576	\$118,970	\$48,093
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Expenses:									
	Combined Totals	BERLIN	CALAIS	EAST MONTPELIER	MIDDLESEX	WORCESTER	U32	Central Office	WCUUSD
ACTUAL EXPENSES PAID TO DATE	\$1,339,616	\$5,874	\$102,630	\$42,474	\$191,867	\$24,903	\$954,951	\$1,600	\$15,317
ENCUMBERED PURCHASE ORDERS TO DATE	\$440,245	\$35,106	\$11,901	\$0	\$7,682	\$6,512	\$306,061	\$0	\$72,983
TOTAL EXPENSES(C)	\$1,779,861	\$40,980	\$114,531	\$42,474	\$199,549	\$31,415	\$1,261,012	\$1,600	\$88,300
CURRENT CAPITAL PROJECT BALANCE AVAILABLE	\$2,231,922	\$418,356	\$120,416	\$907,669	\$114,546	\$247,208	\$346,564	\$117,370	-\$40,207

ENTERPRISE FUND-FOOD SERVICES(3)

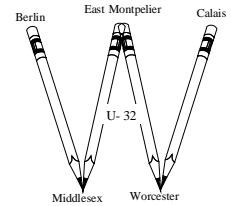
Fiscal Year 19-20 Transactions									
	Combined Totals	BERLIN	CALAIS	EAST MONTPELIER	MIDDLESEX	WORCESTER	U32	Central Office	WCUUSD
Transfer from Reserve Accounts	\$168,772	\$62,888	\$0	\$50,349	\$30,377	\$25,158	\$0	\$0	\$0
Interfund Transfers-From Operating Budget	\$109,403	\$25,000	\$21,000	\$10,000	\$19,000	\$3,346	\$31,057	\$0	
Projected Surplus (Deficit) for current year	-\$106,776	-\$33,394	-\$29,980	-\$4,383	-\$16,304	-\$3,511	-\$21,350	\$0	\$2,146
CURRENT FOOD SERVICE PROJ BALANCE	\$171,399	\$54,494	-\$8,980	\$55,966	\$33,073	\$24,993	\$9,707	\$0	\$2,146

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

Debra Taylor
Interim Superintendent



TO: WCUUSD School Board
FROM: Dr. Debra Taylor, Interim Superintendent
Lori T. Bibeau, WCUUSD Business Administrator
RE: Capital Project Update
DATE: June 10, 2020

This year, Bill Ford has been working with us on the Capital Project plans, bidding and serving as the Clerk of the Works for the district. Here is a summary of the projects planned for this spring and next year:

Berlin-Driveway and Parking Lot, Playground Fencing, Exterior Masonry Work
Calais-Roofing, Security Barrier
East Montpelier-None Planned
Middlesex-Acoustics, Roof, Sidewalk, Gym Floor
Worcester-Siding and Windows
U-32-Track, Kitchen Ceiling, Sidewalk, Gym Equipment, DDC Controls
Central Office-None Planned

All projects have gone out to bid and have contracts except the U-32 DDC Controls (due June 24th) and the Berlin driveway/parking lot (due June 30th).

Per the merger requirements, separate Capital Funds transferred into the new district with previous restrictions and have been tracked separately in the financial system. Next year's budget was apportioned using projected budgets for the above projects. Some of the bids have resulted in savings, others were above projections. For those projects above projections, they received board action to transfer in fund balance from the general fund or to redistribute funds using the district capital fund. At the conclusion of each project any unspent district-wide funds will revert to the district capital fund. Any unspent funds from the original balances will remain restricted with that school until used.

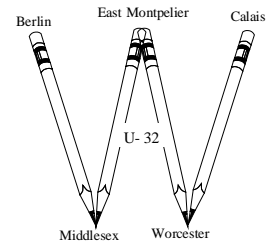
Bill will be available to answer any questions the Finance Committee has at the meeting on Wednesday, June 17th.

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Debra Taylor, Ph.D.
Interim Superintendent



MEMORANDUM

TO: Board of School Directors
FROM: Debra Taylor, Ph.D., Superintendent
DATE: June 17, 2020
RE: Rumney Gym Floor

We received bids from Precision Athletic Surfaces and Danaher Floor Restoration on May 15, 2020 for the Rumney gym floor project.

The scope of the project includes installing a new floor in the gymnasium at the Rumney school.

The following vendors did not bid: M&M Carpet Service and Paul White Company.

The low base bid amount of \$ 42,000.00 was provided by Danaher Floor Restoration. This amount increases/decreases by \$14,000 for moisture mitigation for a combined total of \$56,000.00.

A project budget would include 10% in the amount of \$4200.00 for change orders for a total budget order of \$60,200.00.

The project budget fund does not have sufficient funds for this project. Therefore, a capitol fund transfer of \$14,000 is requested.

It is recommended for the approval of the bid provided by Danaher Floor Restoration in the amount up to \$56,000.

Motion:

1. Approve the bid award to Danaher Floor Restoration in an amount not to exceed \$56,000.
2. Approve the transfer of \$14,000 from the capitol fund to complete the funding for this project.

Rumney Memorial School Bid Opening

Gymnasium Floor

May 15,2020 11:00 a.m

Attendees: Melissa Tuller, Bill Ford, Eric Lussier (Precision Athletic Surfaces)

The meeting was facilitated via zoom. The bid was sent out to 4 vendors, 2 provided a bid and 2 did not.

This was publicly advertised in the Times Argus on 4/28/2020 and 5/5/2020.

The following were received:

Precision Athletic Surfaces Base Bid \$44,350.00

Danaher Flooring Base Bid \$42,000

Attached are the results of the bid. Based on the results of the bid a waiver is needed.

It is recommended for the approval of the bid provided by Danaher Floor Restoration in the amount of \$42,000.

Rumney Memorial Gym Floor Bid Opening
Middlesex, VT
May 15,2020 11:00 am

Attendees: Melissa Tuller & Bill Ford, WCUUSD, Eric Lussier, Precision Athletic Surfaces

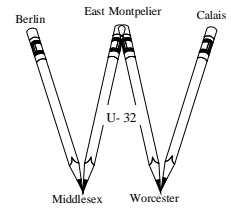
	Precision Athletic Surfaces	Danaher Floor Restoration	M&M Carpet Service	Paul White Company
Start Date	6/15/20	6/1/20	No bid	No bid
Completion Date	8/14/20	7/31/20	No bid	No bid
Base Bid	44,350	42,000	No bid	No bid
Alt. Flooring	54,350	No bid	No bid	No bid
Unit Price	\$250 per unit	\$200 per unit	No bid	No bid
Contracted Sum			No bid	No bid

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Debra Taylor, Ph.D.
Interim Superintendent



WCUUSD ESP Negotiations Meeting Minutes - Unapproved 6.8.20 6:00-8:00 pm

Members Present: Jonas Eno-Van Fleet, Lindy Johnson, Stephen Looke, Debra Taylor, Kelly Bushey

1. Call to Order

Jonas Eno-Van Fleet called the meeting to order at 6:53 pm.

2. Approve Minutes of 6.3.20

Lindy moved, Stephen seconded to approve the minutes of the June 1, and June 3 meetings. Motion carried unanimously.

3. ESP Contract Negotiations

Lindy moved, Stephen seconded to go into executive session at 6:55. Motion carried unanimously. Lindy moved, Stephen seconded to leave executive session at 7:03. Motion carried unanimously.

Lindy moved, Stephen seconded to go into executive session at 7:12. Motion carried unanimously. Lindy moved, Stephen seconded to leave executive session at 7:25. Motion carried unanimously.

Lindy moved, Stephen seconded to go into executive session at 7:44. Motion carried unanimously. Lindy moved, Stephen seconded to leave executive session at 7:54. Motion carried unanimously.

In executive session, the committee discussed negotiation strategy.

4. Adjourn

Meeting was adjourned by consensus at 7:55 pm.

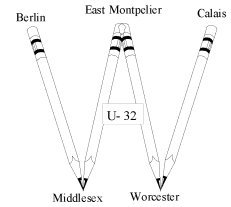
Notes taken by Jonas Eno-Van Fleet

Washington Central Unified Union School District

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Debra Taylor, Ph.D.
Interim Superintendent



WCUUSD Policy Committee Meeting Minutes - Unapproved 6.9.20 4:30-6:30 pm

Via Video Conference*

Present: Chris McVeigh (Chair), Debra Taylor, Jody Emerson, Jaiel Pulskamp, Aaron Boynton, Dorothy Naylor, Townes DeGroot, Brian Fischer

1. **Call to Order:** Chris McVeigh called the meeting to order at 4:34 p.m.
2. **Approve Minutes of 6.2.20:** Dorothy Naylor moved to approve the minutes of June 2, 2020. Seconded by Jaiel Pulskamp, this motion carried unanimously.

Brian Fischer, U-32 Food Director, joined the committee to answer some questions and provide some input based on discussion from the previous meeting re: C9 Nutrition & Wellness.

Brian shared that Reinhart is a big provider; we do buy several local foods from them, such as Cabot, etc. He spoke about some of the other purchasing practices, at U-32 and at the elementary schools. He spoke about Reinhart's pricing structure, which is hard to compete versus local farmers' pricing structure.

Brian suggested that the policy might include language such as "make purchases when we can, locally," but he thinks that having specific requirements around local purchasing would be an imposition. Jaiel stated that her intention was to use such verbiage ("when possible..."); she spoke about the possibility of creating a task force for fundraising to support purchasing locally, especially local meat products. She shared her concerns with using the meat products from some of the larger providers or the USDA program.

Brian shared the pricing structure that Reinhart uses - a markup of only 3%. Additionally, Reinhart provides rebates. It is very hard to compete with this.

Dorothy Naylor asked whether there would be benefit to having one account with Reinhart versus each school having its own account. Brian shared that an account needs to be held for each site of delivery.

Some discussion followed around the greenhouse. Jody Emerson stated that she could get the powerpoint presentations that had been shared around the greenhouse. The committee discussed student, staff, and community involvement in the greenhouse.

Debra Taylor noted that at this time we do not have a district-wide person coordinating the purchasing. She suggested that when the WCUUSD board begins its work on the Efficiency Study, this can be a topic of discussion. Brian stated that there has been a lot of conversation and sharing of ideas and practice during this distance learning period; more so than normally in the past. Chris McVeigh suggested that maybe the foodservice directors at each school would want to participate in discussions, for example, around the Efficiency Study.

Jody Emerson stated that each school has so much on its plate right now with trying to plan the fall, she suggests waiting until Spring 2021 to begin these discussions. Aaron Boynton agreed.

Debra Taylor suggested that there may be some staff who are interested in pursuing this at this time. Chris McVeigh suggested that some board members might be interested as well. Dorothy Naylor stated that it is important that the foodservice staff be included in these discussions, so that each school is represented.

Committee members thanked Brian for his participation, and for the work that has been done during this spring with the COVID19 crisis.

3. Requested Review

3.1 C7 Student Attendance: Debra Taylor suggested that we might want to see how things go in the fall; we don't know what it will look like yet - for instance, there may be more "tele-medicine" practice. Jody Emerson stated that she thinks we will be getting some guidance from the state regarding attendance. Debra Taylor suggested that the attendance policies might need to be revisited in the fall, and that at this time it might be wise to leave the policy as it is. Chris McVeigh suggested approving the policy as it stands but to put it on the future agenda list so that we remember to revisit.

4. Review Existing Policies

4.1 Section C – Students

4.1.1 Current (C20/C45, C46, C47/C48, C49)

C20 Student Conduct and Discipline: Dorothy Naylor suggested an edit to the first page, for clarity. The committee will revisit this policy at the next meeting.

C46 Interrogation or Searches of Students by Law Enforcement or Other Non-School Personnel: The committee had discussed the idea of video recording during these interrogations, at the previous meeting. They discussed the location of the interviews: is the school required to open its doors to allow the interview to take place there? Dorothy Naylor stated that she does not think it's appropriate to tell students that they have the right to video record an interview. They might not understand the implications of video recording. The committee will revisit this at the next meeting. Chris McVeigh asked Townes DeGroot what he thinks of the idea of video recording? He stated that, as a student, he would like to know the rights that he has.

C47: Student Exchange: The committee discussed this policy, including the fact that we do not charge tuition to foreign exchange students. A few edits were suggested, for clarity. This policy will go to the WCUUSD board.

C49: Kindergarten Entrance Age: Aaron Boynton suggested that the second paragraph be eliminated altogether. It is ambiguous and could open schools to a lot of appeals. Dorothy Naylor asked how this date dovetails with preschool entrance dates and requirements. Discussion followed around this policy and the September 1 deadline (for 5th birthday) to enter kindergarten. Chris McVeigh brought up the concept of proficiency, in this context. He stated that he would like the policy to allow for flexibility. Some discussion followed around principals having some discretion.

Aaron Boynton shared that the principals had suggested that the verbiage in the policy be black and white and not suggest that parents can appeal.

Chris McVeigh asked committee members their thoughts on removing the second paragraph. He would like to keep it; Jaiel stated that she would like to keep it, to allow for some flexibility. Dorothy Naylor stated that she could go either way; she sees both sides of the issue.

Some discussion followed around the possibility of changing the second paragraph. Debra Taylor suggested, for instance, requiring a written request by June 1st for an exception. Some discussion followed around providing some sort of assessment that might help inform a decision. The committee agreed to keep the paragraph as it stands and to wait for Marylynne to take part in discussion about this at the next meeting.

4.2.1 Additional

Debra Taylor reminded the committee that policies expire on June 30th; she suggests that the entire slate of policies that have not been addressed be put on the agenda for the WCUUSD Board to consider at the meeting later this month. Chris McVeigh will contact Debra Taylor to clarify this plan to prepare for the WCUUSD board.

5. Future Agenda Items

School Choice (6.30.20), C7 Student Attendance (in the fall after guidance from the state), C20 Student Conduct and Discipline, C46 Interrogation or Searches of Students by Law Enforcement or Other Non-School Personnel, C49 Kindergarten Entrance

6. Adjourn: The meeting adjourned by consensus at 6:31 p.m.

Respectfully submitted,
Lisa Stoudt, Committee Recording Secretary

NEXT MEETING DATE: Tuesday, June 16, 2020 at 4:30 pm

***Open Meeting Law temporary changes as of 3/30/20:** Boards are not required to designate a physical meeting location. Board members and staff are not required to be present at a designated meeting location.

Recommended

WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT

Board of Directors' Policy

POLICY: C47

WARNED: _____

ADOPTED: _____

EFFECTIVE: _____

STUDENT EXCHANGES

Exchanges of students between school districts can provide educational and personal benefits for the students involved. In many cases, such exchanges also benefit the school as a whole, as the participants make valuable contributions to the schools they attend.

In the acceptance of foreign or domestic exchange students, Washington Central Unified Union School District students and staff find unique opportunities to learn and understand people and cultures different from their own.

WCUUSD encourages such exchange programs and similarly encourages the providing of programs which allow WCUUSD students an opportunity to travel, live, and study in other cultural settings.

PROCEDURES

Area Schools Student Exchanges

The principal is authorized to approve one-for-one exchanges of WCUUSD resident students with students who reside in other school districts providing that the principal of the non-resident's school has similarly approved the proposed exchange. In approving such proposed exchanges, the principal shall follow the procedures as listed below:

1. Only one-for-one exchanges may be made. For every non-resident student accepted under this program a resident student must be accepted at the school that the non-resident students would have otherwise attended.
2. An application for an exchange must be made in writing to the principal of the receiving school with a copy to the principal of the sending school.
3. Applications must be made annually. Number of years in the program will be considered in determining priority for renewal. Renewal requests must be received on or before May 1st prior to the year of the requested attendance. Renewal applications received after May 1st will be treated on the same basis as new requests.
4. All new requests will be considered according to the order in which they are received.
5. Special education students will be considered only if the proposed exchange is approved by the student's I.E.P. team and the receiving school determines that the student's special needs can be met without added burden of cost or resources to the school system.

6. Students will not be accepted who have a history of behavior or attendance problems unless it is mutually agreed by the two principals that the change in schools shows genuine promise of correcting the problem(s).
7. Transportation of the student will be the sole responsibility of the parent or guardian.
8. Students accepted under this exchange program will be entered on the school register as tuition non-resident students (for whom tuition payment is waived by the board) thereby making them eligible to represent WCUUSD on all activities under the sponsorship of the Vermont Headmasters' Association.
9. No students will be approved for exchange after September 30 each year unless the circumstances are extenuating and beyond the control of the student.
10. Once a student has been notified of acceptance, ~~his/her~~their place is assured for the forthcoming school year.

Foreign and Domestic Exchange Programs

Application from a student applying for admission to WCUUSD under the sponsorship of an approved foreign or domestic exchange program will be screened by the principal to determine whether all of the below listed guidelines have been met and/or agreed to by all parties. Upon completion of said screening, the principal shall make a recommendation to the superintendent regarding the acceptance of the student. The superintendent shall in turn inform the board of accepted students.

Once enrolled, if an exchange student's proficiency is found to be insufficient to succeed in regular instructional programs without special professional assistance, the sponsor or exchange organization must assume all financial responsibility for any educational support deemed necessary by the school. The sponsor or exchange organization also assumes all financial responsibility for a student's withdrawal from school, for any reason.

WCUUSD will allow up to three foreign students per academic year to attend the school under the following criteria:

1. The student must be sponsored by a recognized and approved (as per the Vermont Headmasters' Association) agency or organization whose prime purpose is to provide pupil exchange programs, such as CSIET (Counsel on Standards on International Educational Travel).
2. The student must have approved arrangements to reside with a family living within the school district for the entire term of enrollment.
3. The student must demonstrate a level or proficiency in written and spoken English sufficient to enable him/her to benefit from the academic program of the school without undue hardship to the instructors and other students.
4. The student will not be granted a U-32 High School diploma although the student, if a senior, will be allowed to participate in the graduation exercises and may be granted an honorary diploma at the discretion of the principal.
5. The students will not receive an official transcript or be granted any academic credit from a WCUUSD school, although, at the student's request, the school will supply the student with a

statement indicating the student's program of study and level of achievement. The awarding of actual academic credit for work completed at a WCUUSD school will be solely at the discretion of the student's home school.

6. The student will not be enrolled in driver education.
7. Students will be admitted to WCUUSD based on the first three legal district residents with whom the student resides, who submit a tuition waiver.~~residents who submit a tuition waiver.~~
8. Students must not have graduated from high school or its equivalent.
9. Students will only be accepted under full-time academic status.

Exception

Students who do not meet all of the stated conditions, but who are worthy of special consideration in the judgment of the principal, may be granted admission by the board upon the recommendation of the principal.

Any person(s) wishing to sponsor and enroll a foreign exchange student in WCUUSD will be subject to the following guidelines:

- The WCUUSD Board of Directors will review all requests by the Guidance Department for placement of foreign exchange students no later than the second regular board meeting in August for placement in the upcoming academic year.
- To enhance cultural diversity, WCUUSD will generally not accept more than one exchange student from the same foreign country in the same academic year. Exceptions may be allowed if all slots are not filled.
- Sponsoring organizations must give assurances at least two weeks prior to the start of the academic year that an exchange student will be placed with a WCUUSD host family.

Exchange students will generally be treated as all other students enrolled in WCUUSD:

- They will be expected to follow all policies and procedures of the district and will be subject to the same disciplinary action as all other students for any infraction of those policies and procedures.
- They must meet all academic standards to maintain full-time student status.
- They and their host family are subject to all fees including but not limited to:
 - a) School meals.
 - b) Curricular and co-curricular materials, books, and equipment not regularly provided by the school.
 - c) All activity fees.
 - d) All cost related to lost or damaged school property while in their possession.

Recommended

WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT

Board of Directors' Policy

POLICY: C47

WARNED: _____

ADOPTED: _____

EFFECTIVE: _____

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Required

WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT

Board of Directors' Policy

STUDENT ATTENDANCE

POLICY: C7

WARNED: 5.15.20

ADOPTED: _____

EFFECTIVE: _____

Policy

It is the policy of the Washington Central Unified Union School District to set high expectations for consistent student school attendance in accordance with Vermont law in order to facilitate and enhance student learning. Legal pupils between the ages of 6 and 16 and who are residents of the school district and non-resident pupils who enroll in school district schools are required to attend school for the full number of days that school is held unless they are excused from attendance as provided in state law. Students who are over the age of 16 are required to attend school continually for the full number of the school days for which they are enrolled, unless they are mentally or physically unable to continue, or are excused by the superintendent in writing.

Annually, the superintendent shall ensure that the school board appoints one or more individuals to serve as the truant officer, and shall ensure that appointment is recorded with the clerk of the school district.

The superintendent shall develop administrative rules and procedures to ensure the implementation of this policy.

Administrative Rules and Procedures

The procedures will address the following issues and may include others as well:

- written excuses;
- tardiness;
- notification of parents/guardian;
- signing out of school;
- excessive absenteeism;
- homebound and hospitalized students;
- early dismissals;
- homework assignments;
- making up work.

Administrative Responsibilities

The principal is responsible for maintaining accurate and up-to-date records of student attendance.

The principal is responsible for assuring that the school has the appropriate family information that allows the school to contact the parent(s) or guardian(s) of all students whenever necessary.

Legal Reference(s): 16 V.S.A. §1121 et seq. (Attendance required)
16 V.S.A. § 1125 (Truant officers)
VT State Board of Education Manual of Rules & Practices: §2120.8.3.3

Recommended

WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT

Board of Directors' Policy

POLICY: C21

WARNED: 5.29.20

ADOPTED: _____

EFFECTIVE: _____

SEARCH & SEIZURE OF STUDENTS BY SCHOOL PERSONNEL

Policy

In order to provide a safe and orderly school environment, Washington Central Unified Union School District retains the right to examine all its property and to carry out searches or to seize property of students while on school property or at school related events under the guidelines provided in this policy.

I. SCOPE AND GENERAL POLICIES

- A. This policy applies to searches of students' persons, possessions, and vehicles by school administration or teachers.
- B. Searches may be conducted only upon reasonable suspicion that the search will uncover evidence that a student has violated a school rule or policy, or has violated the law, including possession of contraband. Searches will be conducted within the law, will meet the requirements of the state and federal constitutions, and in the least invasive manner possible.
- C. Desks, lockers, textbooks, technological devices and other materials or supplies loaned by the school to students remain the property of the school, and may be opened by school employees for cleaning, maintenance, and emergencies. Pursuant to the policy outlined in section I, subsection B, they may also be searched.
- D. If there is a clear and imminent danger to the health and safety of school individuals, or clear and imminent risk of danger to school property (such as a bomb scare), general searches of school property may be allowed under closely supervised conditions that respect individual rights.

II. DEFINITIONS

As used in this policy:

"Contraband" means weapons, drugs and other illegal substances, or other objects which are evidence of a violation of state or federal law or school policy.

"School property search" means the search of desks, lockers, textbooks and other materials or supplies loaned by the school to a student.

"Possessions search" means a search of the student's pockets, bags, purses and other movable possessions performed by requiring a student to empty those items.

"Vehicle search" means a search of a student's vehicle.

"Person search" means a search of a student's person and may require the student to loosen or remove outer layers of clothing. A students' primary layer of clothing shall not be removed as part of any search district personnel conduct.~~Clothing such as shirts, blouses, skirts, pants, or underwear, of similar types of clothing, shall not be removed as part of any search district personnel conduct.~~

"Student" means a student of Washington Central Unified Union School District schools or of another elementary or secondary school who is participating in Washington Central Unified Union School District activities, or is otherwise on school property.

III. PUBLICATION

The student handbook shall describe student search and seizure procedures, and in particular shall describe the ability of the school to open desks, lockers, textbooks and other materials or supplies loaned by the school to students for routine cleaning and maintenance and in emergencies.

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III. PUBLICATION

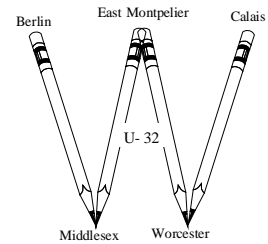
The student handbook shall describe student search and seizure procedures, and in particular shall describe the ability of the school to open desks, lockers, textbooks and other materials or supplies loaned by the school to students for routine cleaning and maintenance and in emergencies.

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

Debra Taylor, Ph.D.
Interim Superintendent



MEMORANDUM

TO: Board of School Directors
FROM: Policy Committee
DATE: June 17, 2020
RE: Board Policy Continuation

The July 2019 WCUUSD Policy Committee charge was to:
Review all existing policies, propose changes if necessary, and secure board approval by end of June 2020. Draft new policies as necessary.

Currently the following policies are set to sunset without having been reviewed by the committee or re-approved by the board:

- C7 Student Attendance
- C9 Nutrition & Wellness
- C20 Student Conduct & Discipline
- C21 Search & Seizure of Students by School Personnel
- C46 Interrogation or Searches of Students by Law Enforcement or Other Non-School Personnel
- C49 Kindergarten Entrance Age
- D1 Proficiency Based Graduation Requirements
- D2 Grade Advancement: Retention, Promotion & Acceleration of Students
- D3 Responsible Computer, Internet & Network Use
- D4 Title One Comparability
- D5 Animal Dissection
- D6 Class Size
- D34 Library Media Center Selection & Reconsideration
- E1 Title I Parental Involvement Compacts
- E45 Role of Religion in Schools
- E46 Memorials
- F1 Travel Reimbursement
- F45 Fundraising & Sales to Students on School Property

Committee recommendation:

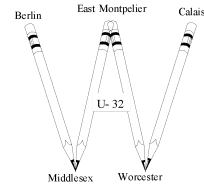
Extend the board policies that will expire on June 30 for up to one additional year.

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Debra Taylor, Ph.D.
Interim Superintendent



Washington Central Unified Union School District Board Meeting Minutes - Unapproved

6.3.20 6:00 PM – 9:00 PM

Present by Teleconference*:

Board Members: Flor Diaz Smith, Lindy Johnson, Scott Thompson, Diane Nichols-Fleming, Dorothy Naylor, Stephen Looke, Chris McVeigh, Marylynne Strachan, Kari Bradley, Jill Olson, Jonas Eno-Van Fleet, George Gross, Jaiel Pulskamp, Student Rep. Mia Smith and Townes DeGroot

Administrators: Superintendent Debra Taylor, Business Administrator Lori Bibeau, Technology Director Keith MacMartin, Director of Curriculum Jen Miller-Arsenault, Director of Student Services Kelly Bushey, U-32 Principal Steven Dellinger-Pate, U-32 Associate Principal Jody Emerson, U-32 Student Affairs Director Amy Molina

Other: ORCA videographer, Dave Delcore (Times Argus), David Lawrence

1.0 Call to Order: Scott Thompson called the meeting to order at 6:02 p.m.

2.0 Committee Meetings – were held in breakout sessions

- 2.1 Quality Education
- 2.2 Negotiations

3.0 Welcome: Scott Thompson welcomed everyone back at 7:00 p.m.

3.1 Reception of Guests

3.2 Agenda Revisions: Scott Thompson suggested having an executive session for “Part 1” of a debrief with Debra Taylor from her interim year as superintendent.

Flor Diaz Smith stated that she would like to add VSBA / VSA/ VPA affirmation statement (re: systemic racism) to the agenda. This will be during Board Operations discussion.

3.3 Public Comments: Scott Thompson invited public participation. David Lawrence stated that his main interest at this time is hearing how return to school in the fall might play out.

3.4 Student Reports: Mia Smith shared that the anniversary of raising the Black Lives Matter flag at U2 is approaching. She stated that there is a Zoom event planned (3:30 tomorrow, Thursday, June 4th); she invited board members to attend. Mia and Townes reported on the end of year experiences of students.

4.0 Board Operations

4.1 Affirm the board's support to the VSBA/ VSA/ VPA Re: Systemic Racism
Flor Diaz Smith moved: WCUUSD School Board wants to support our students and staff of color. We want to reaffirm the statements of VSBA/ VSA/ VPA and also continue to educate ourselves so we can continue to support our communities. We want to be part of the solution; this is a priority. Seconded by Jaiel Pulskamp. Discussion: Townes DeGroot stated that simply making a statement is not sufficient and he hopes it is not seen as an "action." Flor Diaz Smith stated that she was impressed with Steven Dellinger-Pate's letter today, explaining the activities at U-32. This motion carried unanimously.

4.2 Report Teacher/Staff Appreciation Group (please see notes below, after Executive Session.)

4.3 Superintendent Transition Update –July 1, 2020: Superintendent Taylor reported that she has been meeting with Bryan Olkowski (future superintendent) weekly. The Leadership Team will be meeting next week to talk about re-entry plans for the fall; Bryan will take part in that meeting. Kelly Bushey stated that a group of four will be meeting with him on Friday after to review the feedback around his transition plan.

Scott Thompson stated that he is currently working on the mentoring contract for Bryan.

4.4 Blanket Authorization for Check Orders: **Lindy Johnson moved to approve the blanket authorization as presented. Seconded by Chris McVeigh. This motion carried unanimously. Board members will sign this document.**

4.5 Authorize Superintendent to Approve Fuel Oil, Propane, Wood Chip and Wood Pellet, and Paper Bids (Action): **Chris McVeigh moved to approve the authorization of the superintendent to approve bids for fuel, oil, propane, woodchips, wood pellets and paper for the district as they come in. Seconded by Diane Nichols-Fleming, this motion carried unanimously.**

4.6 Authorize Superintendent to Sign all Documents & Contracts on Behalf of the Washington Central Unified Union School District: **Jonas Eno-Van Fleet moved to authorize the superintendent to sign all documents and contracts on behalf of the WCUUSD. Seconded by George Gross. Discussion: Chris McVeigh asked for clarification, as this seems like a very broad authorization. Superintendent Taylor noted that this is action that the board takes every year at this time. Discussion followed around whether a dollar amount limit should be stated in this document. Jonas Eno-Van Fleet reviewed the action and discussion from last year's board meeting around this item. This motion carried unanimously.**

Kari Bradley noted that these action items are housekeeping items each year and he suggested that the board make a note for next year to take this action without a lot of deliberation.

4.7 Revenue Anticipation Note & Investment Bids: **Flor Diaz Smith moved to approve revenue anticipation note and investment bid from Community Bank, NA. Seconded by Jonas Eno-Van Fleet. This motion carried unanimously.**

Chris McVeigh moved to authorize the board chair to sign the loan document for the board via electronic means. Seconded by Diane Nichols-Fleming, this motion carried unanimously.

4.8 Construction Bids (Action):

For the Rumney Sidewalk Bid, Chris McVeigh moved to approve of the bid provided by J. Merrill Construction LLC in the amount of \$115,280.00. Seconded by Dorothy Naylor.

Discussion: Debra Taylor explained that the sidewalk is cracked and rising up in places and needs to be replaced for safety. **This motion carried unanimously.**

For the U-32 Gym Equipment Project, Stephen Looke moved to approve the bid provided by Lajeunesse Interiors Inc. in the amount of \$ 54,775.00. Seconded by Lindy Johnson, this motion carried unanimously.

For the U-32 Sidewalk Repair, Chris McVeigh moved to award the bid for U-32 sidewalk reconstruction Area #1 to Avery Excavating in the amount of \$166,000.00. Seconded by Stephen Looke, this motion carried unanimously.

Diane Nichols-Fleming moved to approve the transfer of \$20,000.00 from the district capital fund for the project, as the project cost exceeds estimates. Seconded by Flor Diaz Smith, this motion carried unanimously.

4.9 Insurance Bid: **Chris McVeigh moved to appoint Denis, Ricker and Brown as the WCUUSD Insurance Agent for one year, July 1, 2020 through June 30, 2021, and to award both property, liability and related insurance bid to Liberty Mutual Insurance and Workers Compensation insurance bid to AIM Mutual Insurance Company and other insurance carriers as provided in the proposal for a one year period, July 1, 2020 through June 30, 2021, in the amount of \$198,433.00. Seconded by Kari Bradley. This motion carried unanimously.**

5.0 Reports

5.1 Superintendent: Superintendent Taylor reported on end of the year activities, including graduation. She spoke about the distance learning planning, noting that nothing is known yet about the fall, there are contingency plans being made but we are continuing to follow the guidance of the CDC. She stated that school ends on June 11th but staff will remain until the 19th.

5.2 Policy:

5.2.1 **Chris McVeigh moved the following policies for second reading: B40 Non-Retribution/Retaliation, C2 Student Alcohol & Drugs, C3 Transportation, C5 Weapons/Firearms, C6 Home Study Students, C8 Pupil Privacy Rights, C10 & C10P Prevention of Harassment, Hazing and Bullying Policy and Procedures, C11 Student Freedom of Expression in School-Sponsored Media, C30 Student Medication, C32 Eighteen Year-Old Students. Seconded by Dorothy Naylor. There was no discussion; these policies have been discussed in previous meetings. This motion carried unanimously; all policies are approved.**

5.2.2 First Reading C21 Search and Seizure of Students by School Personnel. Chris McVeigh invited feedback from the board on this first reading. Jill Olsen asked for explanation why verbiage was changed to “primary layer of clothing.” She suggested adding “... such as pants, etc.” Stephen Looke stated that when he read “primary layer of clothing” he interpreted it as underwear. A suggestion was made to define “primary layer,” e.g., the layer of clothing that immediately covers undergarments. Chris McVeigh will bring this back to the Policy

Committee.

5.3 ESP Negotiations: Jonas Eno-Van Fleet shared that the group had a productive session Monday, June 1st; another session is scheduled for next Monday, the hope is that an agreement will be reached on next Monday. He thanked board members for joining the Executive Session earlier during this meeting.

5.4 Education Quality: Kari Bradley briefly reported that the committee had met earlier and discussed the charter, considered SBAC data, looked at post-secondary results, SAT/ACT averages, AP exam results, and approved a monitoring calendar for the coming year. He stated that the committee is discussing how to share data reports with the WCUUSD board. Superintendent Taylor reminded board members that they all receive the information packets for all of the committees. Stephen Looke asked whether the Education Quality Committee is satisfied with student outcomes given the current distance learning circumstances. Kari Bradley stated that this data is not yet available/ has not yet been considered. Chris McVeigh suggested that a way to share data with board members is to post it on the website and inform board members that it is posted.

5.4.1 Charter: **Kari Bradley moved to approve the charter for the Education Quality Committee. Seconded by Jonas Eno-Van Fleet.** Discussion: Kari Bradley explained this charter. **This motion carried unanimously.**

6.0 Consent Agenda

- 6.1 Approve Minutes of 5.20.20: **Jonas Eno-Van Fleet moved to approve the minutes of May 20, 2020. Seconded by Stephen Looke, this motion carried unanimously.**
- 6.2 Approve Board Orders: **Flor Diaz Smith moved to approve the following: Check Warrant General 05-21-20 to 06-03-20. \$213,006.44 Check warrant Capitol 05-21-20 thru 06-03-20, \$284.31. Seconded by Dorothy Naylor, this motion carried unanimously.**

7.0 Personnel

- 7.1 Approve Hires, Resignations, Retirements:
Lindy Johnson moved to approve the following hires:
 - Dawn Bates
 - Meta Bravos**Seconded by Diane Nichols-Fleming, this motion carried unanimously.**
Flor Diaz Smith moved to accept the following resignation: Peter Arsenault. Seconded by Diane Nichols-Fleming, this motion carried unanimously.
Jill Olsen moved to accept the recommendation for the changes in FTE, as presented. Seconded by Jonas Eno-Van Fleet. Discussion: Superintendent Taylor explained these changes. This motion carried unanimously.

8.0 Future Agenda Items

- 8.1 Finance Committee
 - 8.1.1 Efficiency Study: Flor Diaz Smith shared that the Efficiency Study will be shared with all board members, and that the Finance Committee will consider this at the next meeting.
 - 8.1.2 Construction Update

Debra Taylor asked whether the board would consider amending the agenda to take action around financial support for the summer food program. The school year program ends on June 18th. Chris McVeigh asked whether we can take a straw poll of the board and avoid taking action tonight, so it can be warned at the next meeting. Flor Diaz Smith indicated that the board is allowed to take an emergency action; this could be considered an emergency as it's related to COVID19.

Stephen Looke moved to make an emergency approval of the expenditure of up to \$37,637, to fund the summer meals program, including delivery. Seconded by Flor Diaz Smith, this motion carried unanimously.

9.0 Executive Session: Interim Superintendent "debrief." At 8:53 pm, Chris McVeigh moved to go into Executive Session for the purpose of discussing personnel issues, and to invite Debra Taylor, Jen Miller-Arsenault and Kelly Bushey. Lindy Johnson seconded. This motion carried unanimously.

At 9:52 pm, Lindy Johnson moved to leave Executive Session. Flor Diaz Smith seconded the motion. The motion carried unanimously.

During Executive Session the Board discussed personnel issues.

*4.2 Report Teacher/Staff Appreciation Group: Diane Nichols-Fleming said the Teacher / Staff Appreciation Group discussed three options:

A) a yard sign for the staff and attaching balloons for those who are retiring, two possible quotes on the yard signs. Quote for those signs was about \$4.50 per sign, estimates of total cost of \$1687.50, and delivery would be in about a week.

B) Custom facemasks, which symbolizes this time. The team talked about different types of masks and what they'd look like, and Flor found the International Esperanza Project which does work in Guatemala to mitigate COVID-19 there. This group would provide enough masks at a cost of \$4.75 per mask, which would be available in 3-4 days, total cost would be \$1781.25

C) A combination of both the signs and the mask for our staff, at a total cost of \$3,468.75. Lindy Johnson liked the signs which are public and could be pulled out whenever we need them. Lindy Johnson said that where she works the school gave teachers and staff masks, and it was not well received.

- Jonas Eno-Van Fleet and Jill Olson and Debra Taylor agreed with Lindy Johnson.
- Kari Bradley preferred the signs.
- MaryLynne Strachan preferred both, but is OK with signs.
- Chris McVeigh supported both.
- George Gross preferred signs.
- Flor Diaz Smith said the sign gives a statement but is temporary, but masks would be used long term and have a positive benefit.
- MaryLynne Strachan said she doesn't mind contributing some of her money.
- Jonas Eno-Van Fleet would like a link to the mask maker.
- Diane Nichols-Fleming said it would be an important statement to make this happen in our district, even if it took private donations and money from the budget.
- Dorothy Naylor would support both.
- Debra Taylor mentioned that there was a surplus at the end of the year, and if the board would like to dedicate part of that surplus to this, the district can do so.
- Scott Thompson noted that spending this money during the current crisis might have an optics problem.
- Dorothy Naylor said this first year of a merged board would indicate support for our schools,

and really liked the idea of signs showing that we are doing this, we are getting ourselves together and doing the job of getting our schools together and that is important.

- Jonas Eno-Van Fleet mentioned that the board could allocate the money now and solicit donations to cover the cost.
- The board took a straw poll to determine the board's preference for options A or C. Option C won, 6-5.

Diane Nichols-Fleming moved to spend up to \$3,468.75 to acquire signs and masks for teacher/staff appreciation. Flor Diaz Smith seconded. The motion carried unanimously.

Diane Nichols-Fleming shared next action steps will be to get a final count of teachers and staff, making the order, and identifying deliverers.

Chris McVeigh asked where donations can be sent. Debra Taylor: checks can be sent to the central office with "teacher appreciation" in the memo line.

9.0 Adjournment

The meeting was adjourned by consensus at 10:14 pm.

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

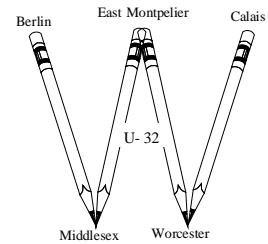
*Open Meeting Law temporary changes as of 3/30/20: Boards are not required to designate a physical meeting location. Board members and staff are not required to be present at a designated meeting location.

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Debra Taylor, Ph.D.
Interim Superintendent



MEMORANDUM

TO: WCUUSD Board of Directors – Finance Committee
FROM: Kelly Bushey, Director of Special Services
CC: Debra Taylor, Superintendent
Lori Bibeau, Business Administrator
DATE: June 12, 2020
RE: Request for Additional Behavior Interventionist Positions

Over the last few weeks, I have been reviewing our current staffing in special education across the district. As you know, over the past several years, we have been working towards building our internal capacity to meet the needs of our students and to reduce the number of contracted services.

This memo is written to request the addition of two Behavior Interventionist positions. With the addition of these two positions, we will be able to eliminate contracts with one of our contracted service providers. This would result in a reduction in expenses.

This information is provided for the board's consideration per board policy B30 - Staffing and Job Descriptions.