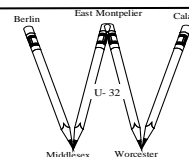


townWashington Central Unified Union School District

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 REVISION 2

3.18.20 6:00 PM
Via Video Conference

Public Welcome to Attend at WCUUSD Central Office
1130 Gallison Hill Rd, Montpelier
Or
Dial 425-436-6200 & Enter Access Code 526013#
~~Doty Memorial School, 24 Calais Rd, Worcester~~

TIME
(in minutes)

5	1.0	Call to Order
5	2.0	Welcome
	2.1	Reception of Guests
	2.2	Agenda Revisions
	2.3	Public Comments
30	3.0	Response to Coronavirus (Discussion)
	3.1	Actions Required in Response to the Governor's Directive
5	4.0	Board Operations (Discussion/Action)
	4.1	Appointment of New Board Members
5	5.0	Consent Agenda (Action)
	5.1	Approve Minutes of 3.4.20 & 3.11.20 - pg. 13
	5.2	Approve Board Orders
5	6.0	Personnel (Action)
	6.1	Approve Hires, Resignations, Retirements – pg. 30
4	7.0	Future Agenda Items
20	8.0	Executive Session for Personnel (If needed)
1	9.0	Adjournment

^[1]
Required

**WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT**

Board of Directors' Policy

POLICY: **B3**

WARNED: **1.10.2020**

ADOPTED: _____

EFFECTIVE: _____

^[2]
ALCOHOL and DRUG-FREE WORKPLACE

Policy^[3]

It is the policy of the Washington Central Unified Union School District to maintain a workplace free of alcohol and drugs. No employee, volunteer or work study student ^[4] will unlawfully manufacture, distribute, dispense, possess or use alcohol or any drug on or in the workplace. Nor shall any employee, volunteer or work study student be in the workplace while under the ~~impairing~~ influence of ~~illegal~~ drugs or alcohol. If there are reasonable grounds to believe that an employee, volunteer or work study student is under the ~~impairing~~ influence of ~~illegal~~ drugs or alcohol while on or in the workplace, the person will be immediately removed from the performance of ~~his or her~~their duties.

Definitions

Drug means any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance as defined by state or federal statute or regulation unless prescribed.^[5]

Workplace means the site for the performance of work for the school district, including any school building or any school premises and any school-owned vehicle or any other school-approved vehicle used to transport students to and from school or school activities. It also includes off school property during any school-sponsored or school-approved activity, event or function such as a field trip or athletic event, where students are under the jurisdiction of the school district.^[6]

Employee means all persons directly or indirectly compensated by the school district for providing services to the district and all employees of ~~of and/or~~ independent contractors who provide services to the district.^[7]

Volunteer means an individual not employed by the school district who works on an occasional or regular basis in the school setting to assist the staff. A volunteer works without compensation or economic benefits provided by the school district.

Work Study Student means a post-secondary student who receives compensation for work performed at the school as part of a college work experience program. For purposes of this policy, an intern, working without pay, will be considered as a work study student. A student working toward a teaching credential who may be placed at a school as a student teacher is not a work study student.

Employee Responsibilities

As a condition of employment, each employee will notify the superintendent in writing of ~~his or her~~their conviction of any criminal alcohol or drug statute for a violation occurring on or in the workplace as defined above. The employee must notify the superintendent no later than five days after such conviction. Entry of a *nolo contendere* plea shall constitute a conviction for purposes of this policy, as will any judicial finding of guilt or imposition of sentence. Within 10 days of notification from an employee, or receipt of actual notice of an alcohol or drug conviction, the superintendent will notify any federal or state officers or agencies legally entitled to such notification.^[8]

An employee, volunteer or work study student who violates the terms of this policy may be asked to satisfactorily complete an alcohol or drug abuse assistance or rehabilitation program approved by the superintendent. In addition, an employee who violates the terms of this policy will be subject to disciplinary action, including but not limited to non-renewal, suspension or termination at the discretion of the superintendent or, if required, the board.^[9]

D8 Alcohol and Drug Free Workplace Notes and References:

^[1] Alcohol is not considered a “controlled substance” under federal law. The Drug Free Workplace Act therefore does not require that alcohol be included in an employer’s prohibition of drugs in the workplace. Vermont law does authorize employers to prohibit alcohol possession and/or use of alcohol in the workplace. The Vermont drug testing law defines “drug” broadly, and includes alcohol as a “drug.” 21 V.S.A. §511(3).

^[2] The Drug Free Workplace Act of 1988 applies to all individuals or organizations that receive federal grants and any individuals or organizations that are federal contractors whose contracts exceed \$100,000. The Act does not explicitly require a Drug Free Workplace policy, but it does require covered entities to “...establish a drug-free awareness program to inform employees about...the *grantee’s policy of maintaining a drug free workplace...*”. 41 U.S.C. §702(1)(b)(ii).

^[3] The Drug Free Workplace Act requires specific actions on the part of employers including publication of a statement notifying employees of the prohibition against illegal drugs in the workplace, the establishment of a drug-free awareness program with specific elements, the notification to employees that compliance with the prohibition against drugs is a requirement for employment and imposing specific sanctions on any employee who is convicted of violations occurring in the workplace. *See* 41 U.S.C. §701.

^[4] The inclusion of volunteers and work study students as “employees” for purposes of this policy is optional. *See endnote 7 below.*

^[5] The Drug Free Workplace Act uses the term “controlled substance” as synonymous with the term “drug.” Controlled substances are listed in the federal law at 21 U.S.C. 812.

^[6] Definition derived from 41 U.S.C. §706(1).

^[7] 41 U.S.C. §706(2). *See also* U.S. Department of Labor *Drug –Free Workplace Advisor*, <http://www.dol.gov/elaws/asp/drugfree/policy.htm>. Note that the federal law defines “employee” as one “..directly engaged in the performance of work pursuant to a federal grant or contract, whether or not the employee is paid through grant or contract funds. An employer may expand the coverage of this policy to include all employees, whether or not they are engaged in work pursuant to federal grants.

^[8] *See* 41 U.S.C. §702(a)(1)(D).

^[9] *See* 16 V.S.A. §242(3)(C) for authority of superintendent to dismiss employees subject to due process and other legal requirements.

^[1]
Required

**WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT**

Board of Directors' Policy

POLICY: **B3**

WARNED: **1.10.2020**

ADOPTED: _____

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Recommended

WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT

Board of Directors' Policy

POLICY: B20

WARNED: 2.14.2020

ADOPTED: _____

EFFECTIVE: _____

PERSONNEL RECRUITMENT, SELECTION, APPOINTMENT AND BACKGROUND CHECKS

Policy

It is the policy of the Washington Central Unified Union School District to select for employment only persons of good character who have the skills and other qualifications necessary to fulfill job requirements while complying with the provisions of state law regarding the recruitment, selection, and employment of school district employees and contractors.

Individuals applying for the following employment positions are ~~Persons~~ subject to criminal record checks and abuse registry checks under this ~~policy include all~~ policy: all those recommended for full-time, part-time or temporary employment in the school district, including student teachers, and those contractors and employees of contractors and sub-contractors, who may have unsupervised contact with students and are subject by law to criminal record and abuse registry checks prior to or in the course of employment.

The ~~s~~superintendent may request a name and date of birth or fingerprint-supported check of the criminal record of any current employee who has previously undergone a check at any time during the course of the record subject's employment in the capacity for which the original check was required.

The ~~d~~istrict shall ensure that adults employed in the district's schools ~~maintained by the district~~ receive orientation, information or instruction on the prevention, identification, and reporting of child abuse as required by state law. The ~~d~~istrict will also provide opportunities for parents, guardians, and other interested persons to receive the same information.

Definitions

1. The term "criminal record" as used in this policy shall have the same meaning as defined in 16 V.S.A. § 252(1).
2. The term "unsupervised" as used in this policy shall have the same meaning as defined in 16 V.S.A. § 252(4).
3. The term "abuse registry" as used in this policy shall include the Vermont Child Protection Registry maintained by the Vermont Department for Children and Families and the Vulnerable Adult Abuse Registry maintained by the Vermont Department of Disabilities, Aging and Independent Living.

4. The terms “employ” or “employment” as used in this policy shall, as the context requires, apply to individuals who are, or are being considered for, full-time, part-time or temporary employment in the school district, including student teachers and those contractors and employees of contractors and sub-contractors, who may have unsupervised contact with students.

Recruitment

1. The board is committed to securing the services of the best personnel available. Only individuals who meet applicable state licensing requirements, or are eligible for waiver, will be employed.
2. The board actively seeks diverse candidates. The board seeks minority applicants in accordance with its policy pertaining to non-discrimination. The ~~d~~district will attempt to provide an educational experience enhanced by the professional contributions of representatives of different races, physical conditions, sexes, ethnic backgrounds and age groups. We will make every effort to advertise widely to reach a diverse group of applicants. On an annual basis the administration will participate in a training to avoid implicit bias in the recruitment and selection process with a goal of increasing the diversity of our employees
3. All personnel will be recruited by the ~~d~~district's administrative staff under the immediate direction of the superintendent.
4. Written or electronic applications will be required of candidates for employment. The application will include a statement ~~to be~~ signed by the candidate listing the dates, locations and dispositions of any convictions, including findings of guilt, pleas of nolo contendere or guilty, for criminal violations. The application will also include a warning to the applicant that falsification of information on the application or during the application process will be grounds for dismissal if the applicant is hired.

Selection

1. It is the policy of the ~~b~~board to select employees ~~solely~~ on the basis of character, professional qualifications, and critical job requirements. Employees will be selected in a manner that does not unlawfully discriminate. The ~~s~~superintendent shall require ~~that~~ all applicants, as a condition of employment consideration, to cooperate fully with background investigations, supplying references and releases so the ~~d~~district can contact previous employers. For Applicants the ~~s~~superintendent is prepared to recommend for employment will be expected to provide fingerprints, releases and other information necessary to conduct criminal record background investigations. The costs of such checks will be borne by the ~~(prospective employee) (the school district)~~district. All offers of employment will be conditioned upon satisfactory completion of the background investigation and a finding that the information provided by the application during the pre-employment process was accurate, complete and truthful.
2. The ~~s~~superintendent shall request a criminal record check through the Vermont Criminal Information Center (VCIC) on any candidate ~~he or she~~they intends ~~s~~ to appoint or ~~is prepared~~ to recommend for appointment. Requests will be made for fingerprint-supported criminal records from the FBI as well as criminal records from the state of Vermont and any state in

which the superintendent knows the applicant has resided or been employed. The ~~s~~superintendent shall maintain such records in accordance with state law.

3. The ~~s~~superintendent shall also request information through any available abuse registry to determine whether there are any substantiated abuse/neglect charges or sex offense convictions against an applicant before appointing or nominating a candidate for employment. The ~~s~~superintendent shall maintain such records in accordance with state law.
4. Employment conditioned on the completion of a background check may be terminated if it is determined that the employee failed to respond truthfully to questions about criminal activity or prior employment. In any event the superintendent shall forward the information received from VCIC to the person about whom the request was made and inform the person of their rights to challenge the accuracy of the record and to determine the disposition of the record under 16 V.S.A. §§255(f), (g).
5. Providing a safe learning environment for students is a primary consideration in ~~d~~istrict employment decisions. The ~~d~~istrict will base such decisions on all relevant information, qualifications, and circumstances. Unfavorable background check information is not an automatic bar to employment, nor is a background check with no unfavorable information a guarantee of employment. However, no person convicted of a sexual offense requiring registration on the Vermont comprehensive sex offender registry shall be employed by the school district.

Appointment

1. The appointment of licensed employees will be made by the ~~b~~oard subject to the nomination of candidates by the ~~s~~superintendent of schools.
2. Subject to any pre-employment screening processes approved by the ~~b~~oard, the ~~s~~superintendent shall appoint all non-licensed employees to be employed by the school district or supervisory union.
3. Contracts of employment or other notification of employment will be conditional pending receipt of criminal records check information and evaluation of that information.
4. Upon completion of a criminal records check, the ~~s~~superintendent shall:
 - notify the person subject to the check about the ~~d~~istrict's protocol for maintenance of criminal history files, and
 - ask the person subject to the check to indicate if their record should be maintained or destroyed after the retention period specified in the district's user agreement with VCIC.
5. Employees who have been employed for fewer than two years in Vermont public schools are considered probationary teachers and may be offered a probationary contract.
6. All offers of employment may be withdrawn based on the criminal records check report or upon a finding that the information provided by the applicant during the pre-employment process was inaccurate, incomplete, or untruthful.

Legal Reference(s): 16 V.S.A. §§251 et seq. (Criminal record checks)

16 V.S.A. §242(3) and 563 (12) (Responsibility for hiring)
Act 1 of 2009 (Adjourned Sess.)
Act 108 of 2010

Recommended

WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT

Board of Directors' Policy

POLICY: B20

WARNED: 2.14.2020

ADOPTED: _____

EFFECTIVE: _____

PERSONNEL RECRUITMENT, SELECTION, APPOINTMENT AND BACKGROUND CHECKS

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3. All personnel will be recruited by the district's administrative staff under the immediate direction of the superintendent.
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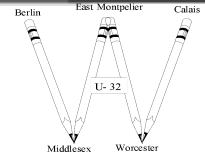
Legal Reference(s): 16 V.S.A. §§251 et seq. (Criminal record checks)
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Debra Taylor, Ph.D.
Interim Superintendent



Washington Central Unified Union School District Board Unapproved Minutes 3.4.20 6:30 PM

U-32 Middle/High School, Room 128/131

Board Members Present: Scott Thompson, Jaiel Pulskamp, Marylynne Strachan, Flor Diaz Smith, Jonas Eno-Van Fleet, Chris McVeigh, Lindy Johnson, Dorothy Naylor; Student Representative Mia Smith, Jill Olson, Diane Nichols-Fleming, Kari Bradley, Stephen Looke

Superintendent Debra Taylor, Director of Technology Keith MacMartin

Corinne Stridsberg (Berlin) , David Delcore (Times Argus), videographer, David Lawrence (Middlesex)

1.0 Call to Order: Debra Taylor called the meeting to order at 6:33 p.m.

2.0 Board Reorganization:

For Board Chairperson:

Dorothy Naylor nominated Scott Thompson. Seconded by Stephen Looke.

Jonas Eno-Van Fleet nominated Flor Diaz Smith. Seconded by Flor Diaz Smith.

No more nominations were heard. Diane Nichols-Fleming asked whether each would be willing to speak briefly, for those who are new to the board. Both Scott Thompson and Flor Diaz Smith spoke briefly. Superintendent Debra Taylor briefly described the role of the Board Chair.

A vote was called. **The majority of the vote went to Scott Thompson.**

Board members introduced themselves.

Chris McVeigh nominated Flor Diaz Smith for Vice-Chairperson. Seconded by Marylynne Strachan. No other nominations were heard. This motion carried unanimously.

Lindy Johnson nominated Jonas Eno-Van Fleet for Clerk. Seconded by Jaiel Pulskamp. No other nominations were heard. This motion carried unanimously.

Committees: Scott Thompson explained the role of the committees. Board members agreed to express interest in a straw poll and then nominate and appoint members.

Finance Committee - oversee development/ initiation of the budget - take feedback from the board around the budget, capital planning. Proposal: four members, maximum of five.

Superintendent Debra Taylor suggested that the committee meetings take place once a month on the night of the regular board meeting, in “break out” or as carousel-type format.

The following expressed interest in a straw poll:

Finance: Flor Diaz Smith, Kari Bradley, Chris McVeigh, Jaiel Pulskamp (maybe)

Negotiations: Jonas Eno-Van Fleet explained the role of this committee. Stephen Looke expressed interest.

Policy: Chris McVeigh explained the role of this committee. Jaiel Pulskamp, Dorothy Naylor expressed interest. Mia Smith suggested that the student representatives take turns attending the Policy Committee meetings, going forward.

Education Quality: Debra Taylor explained the charge for this committee. Kari Bradley and Flor Diaz Smith shared their experiences from the past around issues related to this committee. Mia Smith suggested that student voice be important on this committee as well. She expressed interest. Diane Nichols-Fleming, Jill Olson, Jaiel Pulskamp, Marylynne Strachan expressed interest in this committee.

The board discussed the idea of having the committee meetings as “break out” meetings on the night of a regular board meeting. Lindy Johnson stated that board meetings tend to run long and late, and that she worries that adding more to the plate will make for even later nights.

The board agreed to try out this model. Jonas Eno-Van Fleet asked that, when the board is fully represented, can we revisit the starting time for board meetings (currently 6:30)?

Beginning in April, the first meeting of the month will be the committee break out meeting.

Committee Membership was appointed:

Finance Committee: Flor Diaz Smith, Kari Bradley, Chris McVeigh, Scott Thompson - the board voted in favor of this configuration.

Policy: Chris McVeigh, Jaiel Pulskamp, Dorothy Naylor, Marylynne Strachan, Townes DeGroot - the board voted in favor of this configuration.

Negotiations: Jonas Eno-Van Fleet, Stephen Looke, Lindy Johnson (and Suzanna and Chani) - the board voted in favor of this configuration.

Education Quality: Marylynne Strachan, Diane Nichols-Fleming, Jill Olson, Kari Bradley, Flor Diaz Smith, Mia Smith- the board voted in favor of this configuration.

Jaiel Pulskamp indicated that she would float between Finance and Education Quality.

Superintendent Taylor explained the board vacancies:

Berlin - 2 year vacancy - Jonathan Goddard has expressed interest - the town selectboard will have to take action to appoint him until the next Town Meeting Day.

Corinne Stridsberg suggested that this opportunity be publicized so that Berlin residents know about this vacancy and are able to express interest as well. Jonas Eno-Van Fleet suggested that the Worcester selectboard do the same, and that this opportunity be shared with Worcester residents.

Chris McVeigh moved to appoint each principal, or designee, as Truant Officer at their school. Seconded by Flor Diaz Smith. This motion carried unanimously.

Regularly scheduled board meetings: First and third Wednesday. Jonas Eno-Van Fleet suggested a start time of 5:30. Jaiel and Marylynne cannot be there until 6:30 on Wednesday. They agreed to try to make 6 p.m. start time work for their schedules.

Flor Diaz Smith moved to hold meetings on the first and third Wednesday of each month, at 6:00 p.m. Seconded by Jaiel Pulskamp. Discussion: Chris McVeigh wants to be sure to designate that the second meeting of each month is held at the elementary schools. (This is not part of the motion though.) **This motion carried unanimously.**

Some discussion followed around touring elementary schools as part of the meeting agenda. Jill Olson suggested that if building tours are planned, they take place before the actual meeting time.

Board members will adopt board norms after they are discussed at the board retreat. Jill Olson suggested that the board change the group configuration into more of a circle or a “U” shape. The acoustics in the U-32 cafeteria make it very difficult to hear one another, even with the use of a sound system.

Annual board work session (retreat) - the board will discuss this later in the meeting.

Designate locations for posting meeting agendas: **Lindy Johnson moved to keep the posting locations as they currently are. Seconded by Jill Olson, this motion carried unanimously.**

Robert’s Rules of Order: Superintendent Taylor stated that, with the board now meeting the criteria of a “large board,” there are more specific Robert’s Rules.

Code of Ethics for School Board Members: **Jill Olson moved to adopt the Code of Ethics, as presented. Seconded by Flor Diaz Smith.** Discussion: Stephen Looke stated that the board in the past has never formally adopted this code. Chris McVeigh indicated that the Code of Ethics provides a signature place and he is not comfortable with providing a signature. **A vote was called and this motion did NOT carry.**

Identify communication practices: **Chris McVeigh moved, regarding communications: the chair speaks for the board, and the chair has the discretion to ask the superintendent to speak for the board on particular issues. Seconded by Flor Diaz Smith, this motion carried unanimously.**

Board development: The board will schedule a retreat to discuss this further. Some of the board developments offered by VSBA were pointed out.

Local and statewide education advocacy responsibilities: Superintendent Taylor spoke briefly about opportunities for board members to advocate locally and state-wide.

Designate newspaper of record: Flor Diaz Smith moved to designate Times Argus as newspaper of record. Seconded by Lindy Johnson, this motion carried unanimously.

Stephen Looke moved to appoint Flor Diaz Smith a voting delegate for statewide health insurance ratification for next negotiations cycle beginning in 2021. Seconded by Lindy Johnson, this motion carried unanimously.

Chris McVeigh moved to appoint Flor Diaz Smith as representative to the Central Vermont Career Center Advisory Board. Seconded by Stephen Looke, this motion carried unanimously.

3.0 Welcome

3.1 Reception of Guests: Scott Thompson welcomed those present.

3.2 Agenda Revisions: none

3.3 Public Comments: Corinne Stridsberg noted that U-32 opened in 1971, and she hopes that the board will consider a way to celebrate its 50th anniversary.

4.0 Board Operations (Discussion/Action)

4.1 Board Orientation: Flor Diaz Smith shared the board work plan and reviewed discussions and ideas to date about plans for board retreats.

4.2 Retreat: Wednesday April 8th was suggested as a retreat to include the leadership team. Dorothy Naylor suggested that the board select two or three topics that have come up at prior board meetings, to devote time for discussion, at a retreat. For example, the idea of elementary school schedules and sharing resources around topics such as allied arts. Scott Thompson indicated that any and all board members can contribute to the agenda for retreat. Board members agreed on April 8, 6:00 p.m. for board retreat.

4.3 Appointment of New Board Members: Mary Ormsby will inform Worcester and Berlin Selectboards about board vacancies. Superintendent Taylor will work with them to publicize these vacancies in the community so that the selectboard can appoint board members. Chris McVeigh asked that the board be made privy to letters of interest. Superintendent Taylor indicated that the hope is that the board will take action at their next board meeting.

5.0 Policy (Discussion/Action)

Kari Bradley moved to approve the following policies: Seconded by Dorothy Naylor. Each policy was discussed in turn.

5.1 Second Reading of:

- B1 Substitute Teachers,
- B2 Volunteers & Work Study Students,
- B3 Alcohol & Drug Free Workplace: Jill Olson asked for clarification around the verbiage “employees and/or independent contractor” - *restore “of.”* Stephen Looke suggested that there is a definition of “impairing influence” - how do we know what this is? Some discussion followed around this. Chris McVeigh suggested tabling this policy and allowing the Policy Committee to address the concerns.
- B6 HIPPA Compliance,
- B7 Tobacco & Vaping Prohibition,
- B20 Personnel Recruitment, Selection, Appointment & Background Checks: Kari Bradley asked whether there is a place in the policy to call for pursuing recruitment practices that will not limit diversity. Chris McVeigh suggested tabling this policy as well, and allowing the Policy Committee to address the concerns. Jill Olson suggested “diverse” versus “minority” applicant; she also noted that sexual orientation is not mentioned in the policy. Stephen Looke suggested that, in Vermont, if we value diversity, we need to actively seek it; he would like to communicate this in the policy.
- B21 Professional Development,
- B22 Public Complaints About Personnel: Scott Thompson suggested changing “individual” to “district employee,” and changing the term “individual” in the policy for more clarification. Some discussion followed around how to communicate who is the supervisor, for example, if parents are reading the policy and wondering where to go with a complaint. Chris McVeigh suggested adding verbiage in the policy that directs people, if unclear about “chain of review,” to check with the building principal.
- B30 Staffing & Job Descriptions,
- B31 Educator Supervision & Evaluation: Probationary Teachers,

- B32 Personnel Files,
- B33 Resignations,
- B35 Family Medical Leave Policies: Stephen Looke suggested that the policy is that we are going to follow state and federal law. Why do we include the statute in the policy, if we are going to follow the state and federal law? Superintendent Taylor indicated that it is beneficial for staff negotiations purposes, to have this policy in writing.

Chris McVeigh moved to amend the motion to table B3 and B20, and to amend the policy B22 as discussed tonight. Seconded by Flor Diaz Smith. This amendment carried unanimously. The amended motion is now to approve B1, B2, B6, B7, B21, B22 as amended, B30, B31, B32, B33, B35, tabling B3 and B20. This motion carried unanimously.

6.0 Finance (Action)

6.1 Authorize the School District to Accept All Federal and State Grants; to Administer and to Act as the Representative of the School District: **Flor Diaz Smith moved to authorize the School District to accept all federal and state grants, to administer and to act as the representative of the School District. Seconded by Chris McVeigh. This motion carried unanimously.**

6.2 Doty Memorial School Siding & Window Project Bid Recommendation: Superintendent Taylor reviewed this bid process and the recommendation to select Connor Construction. **Stephen Looke moved to award the bid in the amount of \$321,715 to Connor Contracting. Seconded by Flor Diaz Smith, this motion carried unanimously.** Some discussion followed around the fact that this project is significantly more expensive than what was estimated. Superintendent Taylor explained that there is a shortage of contractors and that this will likely be the case for projects as long as this shortage is in effect. This motion carried unanimously.

6.3 Fund Transfer Request for Doty Project: **Dorothy Naylor moved to authorize general fund transfer to cover the project shortfall in the amount of \$42,000. Seconded by Chris McVeigh.** Discussion: Jaiel Pulskamp asked what material the siding is. Superintendent Taylor indicated that the material is a composite. Jaiel Pulskamp asked what is the plan for security entrance. Superintendent Taylor indicated that a school safety grant is being sought to cover some of the expenses for security barrier as part of the project. Kari Bradley asked for clarification - will this be the end of the Doty capital fund? Superintendent Taylor: yes. Superintendent Taylor explained the difference between the bid award and the cost of the project. **This motion carried unanimously.**

7.0 Consent Agenda (Action)

7.1 **Approve Minutes of 2.19.20: Chris McVeigh moved to approve the minutes of February 19, 2020. Seconded by Flor Diaz Smith, this motion carried unanimously.**

7.2 **Approve Board Orders: Marylynne Strachan moved to approve the board orders in the following amounts: \$367,387.65, \$16,571.15. Seconded by Jonas Eno-Van Fleet, this motion carried unanimously.**

8.0 Reports (Discussion/Action)

8.1 Student: Mia Smith reported that the Nordic Team (boys and girls) both won states championships. She shared other sports news and theater news.

8.2 Superintendent:
Superintendent Taylor had provided a written report. She invited board members to attend Continuous Improvement Plan meetings, the next being March 19th (at Doty School, 4:30 - 7:30). Flor Diaz Smith shared that the group had discussed that the current board mission statement is more of a vision statement, and that the board might want to work on a new mission statement.

Report on District Budget and Article Votes: Superintendent Taylor shared that the district budget passed with a good margin, and she thanked the board for their work. Scott Thompson also shared the community for attending meetings and for providing input.

9.0 Personnel (Action): none

9.1 Approve Hires, Resignations, Retirements: none tonight

Scott Thompson welcomed old and new board members.

Jonas Eno-Van Fleet asked how many board members are available next Wednesday to attend the hearing. At least eight board members are available to attend.

10.0 Future Agenda Items:

- 50th anniversary U-32

Flor Diaz Smith noted that she would like the board to put on the agenda: reconsider VSBA dues. Some discussion followed around how the board decides to put an item on an agenda.

Scott Thompson indicated that, for this school year, the VSBA dues are finished business.

Superintendent Taylor reviewed policy.

Diane Nichols-Fleming asked whether the “Agenda Revision” is a time when board members can bring other issues onto the agenda. She had suggested that the board wait until the board is fully seated to take up the issue of VSBA dues.

Jill Olson stated that she believes this needs to be discussed in time to consider membership for next year (20-21).

Jaiel Pulskamp asked that the agendas be planned mindfully so that time is allotted for discussion. She suggested that the agendas are so packed that discussion sometimes gets abbreviated.

11.0 Executive Session for Personnel: none

12.0 Adjournment: The board adjourned by consensus at 9:36 p.m.

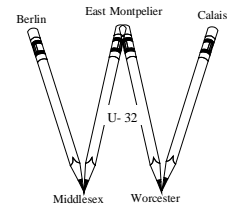
Respectfully submitted,
Lisa Stoudt, Board Recording Secretary

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
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Debra Taylor, Ph.D.
Interim Superintendent



Special WCUUSD School Board Meeting Unapproved Minutes 3.11.20

6 pm
U-32 Middle/High School, Room 128/131

Members in attendance: Scott Thompson, Lindy Johnson, George Gross, Kari Bradley, Stephen Looke, Dorothy Naylor, Chris McVeigh, Jill Olson, Jaiel Pulskamp, Flor Diaz Smith

Administration in attendance: Jody Emerson, Steven Dellinger-Pate, Debra Taylor

1.0 Call to Order – the meeting was called to order at 6:15 pm.

2.0 Student Hearing (**Executive Session**)

Stephen Looke moved to go into Executive Session for HHB Appeal; Second by Flor Diaz Smith; passed unanimously.

Stephen Looke moved to go into deliberate session for standard review by the School Board of HHB Appeal; Second by Dorothy Naylor; passed unanimously.

Lindy Johnson moved to come out of Executive Session; second by George Gross; passed unanimously.

3.0 Adjournment – the meeting adjourned by consensus at 8 pm.

Minutes taken by Flor Diaz Smith, Vice Chair

Superintendent Report to the Washington Central UUSD Board
March 18, 2020

- **Broadening Communications with Community**

Congratulations Alicia Lyford!

Alicia has been recognized as the 2020 Vermont Elementary Principal of the Year! This award is given to one elementary principal in Vermont each year and is based on nomination, reference and their performance in relation to the ten professional leadership standards. The competition is highly competitive and awarded to principals by the Vermont Principals Association. Alicia will be invited to participate in a ceremony for distinguished educational leaders at the annual VPA Leadership Academy this August. Please join me in congratulating Alicia!

Coronavirus - COVID-19

WCUUSD is working with the Vermont Department of Health and Agency of Education to be as prepared as possible around COVID-19 concerns. The health and safety of students and staff members is our top priority. We continue to communicate with families and staff. As of this writing, the Governor and Agency of Education announcements have not been made. The problem is that we are in an unstable phase of the pandemic. In fact, things are changing so quickly that the right decision today and the right decision tomorrow may be two different things. Therefore, an additional update concerning our response and next steps will be sent to the board, families and staff over the weekend.

As the situation with the Coronavirus in Vermont is continuously evolving, the district is following the current advice of the Vermont Department of Health and the Agency of Education and keeping all schools open while implementing several enhanced practices. We are responding as quickly as we can to new and ever-changing guidance.

District school leaders are meeting regularly to address and discuss many topics related to COVID-19. To enhance information sharing, we have developed a [COVID-19 section](#) on our district website for all communications that have been shared as well as additional resources. We are consulting regularly with our state agencies, local education colleagues, and statewide organizations in order to inform our decision making.

Below are the proactive steps being taken by WCUUSD to do our part to slow the spread of COVID-19 and mitigate its impact throughout our community. At this time there are no known cases of COVID-19 in our district.

Enhanced cleaning: The custodial staff is implementing enhanced cleaning and disinfecting procedures. These practices are occurring daily. In addition, our bus company has implemented regular disinfecting procedures.

Enhanced health practices: We are reinforcing the importance of following CDC recommendations for practicing common disease prevention measures as the best way to prevent the spread of COVID-19.

School Events: The Vermont Principals Association has suspended all student events. This includes basketball tournaments, the Scripps Spelling Bee, and more. **Information about school-specific events will be communicated directly from the school. If formal guidance is issued that impacts these decisions, we will communicate that as soon as possible.**

Here are the specific steps being taken today in our schools should more extreme measures become necessary.

Distance Learning:

Keeping schools open while practicing enhanced protocols is the level of response that is currently recommended by the Agency of Education and the Department of Health. While we do not anticipate school closure, please know that we are preparing plans for distance learning if we close schools to students (referred to as “school dismissal” by the AOE/DOH). This unprecedented decision for WCUUSD will cause difficulty for many of our families, is likely to affect student learning, and will only be made with the guidance of the Agency of Education and the Department of Health.

Supporting Those in Need:

We will enact contingency plans for students who may have additional needs in the event of a school closure or dismissal. This includes supporting our students who are food insecure and students who have other special educational needs, should we close schools to students.

As you know this is a continuously evolving situation and any changes will be communicated to you as soon as possible. Please know that the health and safety of our students and staff are our highest priority.

*Please note: Additional up-to-date information can be found on the [Vermont Department of Health’s website](#). The Agency of Education and Department of Health have issued general [guidance on school closures](#). Additional information on cleaning, information for families, and FAQs can be found on the [Agency of Education’s COVID-19 webpage](#). USDA also has some information [on their website](#).

- **Long Term Planning**

The school board and leadership team will participate in a retreat on Wednesday, April 8. The purpose of the retreat is to set a structure for operation and planning for our recently expanded board based on the reading that the board accomplished earlier this year.

- **Educational and Academic Outcomes**

The Continuous Improvement Planning process continues as session 2 was held last evening. Each of our schools were represented by teams of teachers, parents, support staff and principals. Four board members participated as well. More details may be found in the leadership team report to the board.

We plan to engage Partnerships for Literacy and Learning (PLL) to support our literacy review this spring. Partnerships for Literacy and Learning uses processes and measures that can help our district achieve its goals of building common agreements on best practices, establishing consistency in expectations for standards and targets in reading proficiency, and supporting the implementation of literacy instruction, assessments, and strategies. PLL aligns their foundational research on successful schools, our research-based gold standards for literacy systems and instruction, the VTmtss Field Guide, and the Educational Quality Standards to create “conditions for success” and focus on supporting the district's efforts to achieve those conditions. This process also supports the development and implementation of the district’s Continuous Improvement Plan including ongoing data collection that will help Washington Central monitor the impact of their literacy work and report progress to stakeholders in the years to come.

The leadership team will present our current student achievement data at the upcoming board meeting on March 18.

Respectfully Submitted,

Debra Taylor, Ph.D.
Superintendent

WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT

2020-2021 SCHOOL CALENDAR – DRAFT 5

Berlin, Calais, East Montpelier, Rumney (Middlesex), Doty (Worcester) and U-32

AUGUST					SEPTEMBER					OCTOBER					NOVEMBER				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
3	4	5	6	7		1	2	3	4				1	2	2	3	4	5	6
10	11	12	13	14	*	8	9	10	11	5	6	7	8	9	9	10	(11)	12	13
17	(18)	(19)	(20)	(21)	14	15	16	17	18	(12)	13	14	15	16	16	17	18	19	20
(24)	25	26	27	28	21	22	23	24	25	19	20	21	22	23	23	24	*	*	*
31					28	29	30			26	27	28	29	30	30				
(5 School Days) 8/25 First Day All Elementary Students 8/25 First Day U-32 gr. 10-11-12 8/26 First Day U-32 gr. 7-8-9 8/27 U-32 ALL Students					(21 School Days) 9/7 Labor Day					(21 School Days)					(17 School Days) 11/11 Parent/Teacher Conferences 11/27, 28, 29 Thanksgiving Recess				
DECEMBER					JANUARY					FEBRUARY					MARCH				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
	1	2	3	4					*						*	*	3	4	5
7	8	9	10	11	4	5	6	7	8	1	2	3	4	5	8	9	10	11	12
14	15	16	17	18	11	12	13	14	15	8	9	10	11	12	15	16	17	18	19
21	22	*	*	*	(18)	19	20	21	22	15	16	17	18	19	22	23	24	25	26
*	*	*	*		25	26	27	28	29	*	*	*	*	*	29	30	31		
(16 School Days) 12/23-1/1 Vacation					(19 School Days)					(15 School Days) 2/22-3/2 Vacation					(21 School Days) 3/2 Town Meeting				
APRIL					MAY					JUNE					Notes () = Inservice Days: No School Students / required for teachers * = Holidays/Vacations Total Student Days = 180 Total Teacher Days = 190				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F					
			1	(2)	3	4	5	6	7		1	2	3	4					
5	6	7	8	9	10	11	12	13	14	7	8	9	10	11					
12	13	14	15	16	17	18	19	20	21	(14)	15	16	17	18					
*	*	*	*	*	24	25	26	27	28	21	22	23	24	25					
26	27	28	29	30	*					28	29	30							
(16 School Days) 4/2 Parent/Teacher Conferences Grades 4/19-23 Vacation					(20 School Days) 5/31 Memorial Day					(9 School Days) 6/11 Last day ½ day students (pending contingency days) 6/14-18 Contingency Days					Final – Adopted by				
Semester Schedule 1 st Marking Period Ends 10/28/20 2 nd Marking Period Ends 1/15/21 Semester 1 Exams 1/13-15 3 rd Marking Period Ends 3/31/21 4 th Marking Period Ends 6/11/21 Semester 2 Exams Last 3 Days of School					Teacher Inservice Days 8/18-21 Teacher Inservice 8/24 Teacher Flexible Prep Day 10/12 Teacher Inservice 11/11 Teacher Inservice/Parent Conferences 1/18 Teacher Inservice/ ½ Professional Work Day 4/2 Teacher Inservice/Elementary Parent Conferences 6/14 Inservice (pending contingency days)														

WCUUSD School Board Principals' Report
March 2020

Update on Continuous Improvement Plan (CIP):

The continuous improvement planning teams for our district met on February 20 and March 12. We are working on the comprehensive needs assessment phase of the continuous improvement planning process. We've looked at data and identified broad areas of focus. We are identifying priority problems of practice, generating change ideas, and then establishing goals.

About 40 teachers, administrators, parents, community, and board members are involved in this work. The VT Agency of Education is facilitating the work.

At the school board meeting on March 18 we will review the [data](#) that the CIP teams are using to inform the work.

Staff changes/updates:

Berlin will have an additional math teacher/interventionist going into next year and will be working to fill that position.

EMES will be hiring a second instructional interventionist to join Christine Christiano in serving students in both math and literacy K-6 next year.

We will hire an additional instructional coach to provide job-embedded professional development across the district next year. We are currently in the process of finalizing the composition of the interview committee. In the weeks ahead we will draft questions, review applicants, and conduct a first round of interviews.

Calais has posted for a 5% teacher with a concentration in math and science, along with a school wide behavior support/behavior interventionist person.

U-32 is in the process of hiring teachers to fill positions in Chemistry, PE, School Nurse, Special Education and Middle School English/Language Arts.

We are in the process of hiring a School Social Worker at the district level. This role would oversee the Behavior Interventionists that we have on staff, develop co-regulation plans, and support the collaboration between home and school. It will eliminate one of the contracts that we currently have with WCMH. Interviews for this position are happening during the week of March 15th.

SEL and Curriculum Council updates:

The WCUUSD Curriculum Council is comprised of teachers and administrators from across our schools and Central Office. The Curriculum Council's purpose is to guide, support, and reflect upon the continuous curriculum, instruction, and assessment work

of the school district as we actualize our proficiency based system PreK- Graduation in WCSUUSD.

Specifically, the Curriculum Council will develop a system that offers structure and support in communicating and implementing, and aligning ongoing curriculum, instruction, and assessment work across WCSU. This work will involve:

- Creating a system for developing, reviewing, and revising SD-wide CIA work (e.g. performance indicators, proficiency scales, and common assessments).
- Ensuring clear communication regarding roles, responsibilities, timelines, and feedback/revision opportunities.
- Establishing a vision for professional learning, including coaching, in WCUUSD.

[Here](#) is a link to the WCUUSD Curriculum Council Google site. It can also be accessed from our WCUUSD website.

The Social Emotional Learning (SEL) Committee has met twice over the course of the school year, with another meeting coming in the near future.

The work of this group has been to take a look at all of the work that has been happening across the district, establishing a baseline. We are using resources from the Collaborative for Academic, Social and Emotional Learning (CASEL- casel.org) to guide our work.

Upcoming events:

Berlin:

- March 12, 10:00 - 11:00 a.m. Reading to End Racism
- March 20, 3rd/4th Grade Science Fair
- March 26, 1:45 p.m. Whole School Meeting - led by Mrs. Maring's class
- April 1, 4:45 - 5:45 p.m. FTS Meeting
- April 2, 6:30 - 8:00 p.m. PTNA Meeting
- April 7, Pre-School Screening for new students
- April 9, 6:00 p.m. Spring Arts Night for K-6 grades
- April 13, 11:10 a.m. Whole School Meeting - led by Mrs. Mitchell's class
- April 16, 9:30 - 11:30 a.m. 1st & 2nd Grade to Barre Opera House
- April 17, 9:30 a.m. 5th/6th Grade to Billings Farm

CES:

- March 26th: CIP/CNA Meeting at 4:30 at Doty
- April 3rd: Parent/Teacher conferences

- April 9th: PreK Screening

EMES:

- March 15th: Pinewood Derby 10am
- March 29th: All School Assembly on Diversity
- March 20th: Family Game Night 6pm
- March 31st: EMES Book Club 3:30pm
- April 2nd: Whole School Performance of Oliver 6pm
- April 3rd: Student Led Conferences
- April 7th: EMES Book Club 3:30pm

U-32:

- Our [Tandem Calendar](#) is a great place to learn about all the Co-curricular activities at U-32 and to get up-to-the-minute information on cancellations and changes

Doty:

- April 3: Parent teacher conferences
- April 10: Preschool screening

Rumney:

- April 3: Parent-teacher conferences
- April 15: Preschool screening

Consensus Summary Statement Regarding 3/9/2020 Negotiations Session

Reached tentative agreement on the issue of religious leave; did not reach agreement re: bus duty and have decided to table that issue;

Reached tentative agreement about duration of contract and agreed to use the census provided by the district as a common reference point;

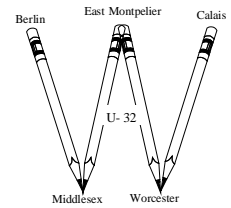
Exchanged a number of proposals regarding salary/ compensation.

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Debra Taylor, Ph.D.
Interim Superintendent



WCUUSD Negotiations Committee Unapproved Minutes

3.9.20

5 - 8 pm

U-32 Middle School Room 128/131, 930 Gallison Hill Road, Montpelier

Present: Susanna Culver, Lindy Johnson, Chani Waterhouse, Jonas Eno-Van Fleet, Lori Bibeau, Stephen Looke

1. Call to Order – Jonas Eno-Van Fleet called the meeting to order at 5:36 pm.
2. Approve Minutes of 2.10.20
3. Contract Negotiations

Lindy Johnson moved to go into executive session, Chani Waterhouse seconded, motion passed unanimously at 5:56 pm.

Lindy Johnson moved to come out of executive session, Chani Waterhouse seconded, motion passed unanimously at 6:13 pm.

The committee discussed negotiating strategy during executive session.

Lindy Johnson moved to go into executive session, Chani Waterhouse seconded, motion passed unanimously at 7:08 pm.

Lindy Johnson moved to come out of executive session, Chani Waterhouse seconded, motion passed unanimously at 7:21 pm.

The committee discussed negotiating strategy during executive session.

Lindy Johnson moved to go into executive session, Chani Waterhouse seconded, motion passed unanimously at 7:33 pm.

Lindy Johnson moved to come out of executive session, Chani Waterhouse seconded, motion passed unanimously at 7:43 pm.

The committee discussed negotiating strategy during executive session.

Stephen Looke moved to go into executive session, Lindy Johnson seconded, motion passed unanimously at 8:21 pm.

Lindy Johnson moved to come out of executive session, Chani Waterhouse seconded, motion passed unanimously at 8:48 pm.

The committee discussed negotiating strategy during executive session.

Stephen Looke moved to go into executive session, Lindy Johnson seconded, motion passed unanimously at 9:11 pm.

Lindy Johnson moved to come out of executive session, Chani Waterhouse seconded, motion passed unanimously at 9:25 pm.

The committee discussed negotiating strategy during executive session.

Stephen Looke moved to go into executive session, Lindy Johnson seconded, motion passed unanimously at 9:42 pm.

Lindy Johnson moved to come out of executive session, Chani Waterhouse seconded, motion passed unanimously at 9:51 pm.

The committee discussed negotiating strategy during executive session.

4. Adjourn – the meeting adjourned by consensus at 10:15 pm.

Minutes taken by Jonas Eno-Van Fleet

Washington Central Unified Union School District Employee Nomination Form

Name: Hunter HedenbergSchool: U-32 Employer: WCUUSDPosition: Physical Education Long-Term SubstituteType: ☐ Permanent ☐ One-Year Non-Renewable ☐ Pro-Rated Non-Renewable ☒ TemporaryContract: ☒ Faculty ☐ Educational Support Personnel ☐ Non-Bargaining UnitReason for vacancy: ☐ Resignation/Retirement ☒ Leave of Absence ☐ New Position[If leave of absence or resignation, name of terminated employee: Peter Arsenault

Educational Preparation:

College/Technical	Degree/Certificate	Date Attained
<u>Champlain College, Burlington VT</u>	<u>TAP Certificate</u>	<u>Dec 2019</u>
<u>Community College of VT</u>	<u>Coursework</u>	<u>2019</u>
<u>University of Vermont, Burlington VT</u>	<u>B.S. Public Communications</u>	<u>Sep 2017</u>
<u>Community College of VT</u>	<u>Coursework</u>	<u>2015</u>
<u>Macalester College</u>	<u>Coursework</u>	<u>2012-2014</u>

Experience: Dec 2019-Mar 2020 - Physical Education Long-Term Substitute, Mount Mansfield Union High School, Jericho VT; Jan 2018-present - Head Coach, MetroRock Climbing Center, Essex Junction VT; Nov-Dec 2019 - Teacher Intern, Brown's River Middle School, Jericho VT; Aug-Nov 2019 - Teacher Intern, Champlain Valley Union High School, Hinesburg VT; Jan-Jul 2019 - Sports Media Associate, Vermont Adaptive Ski & Sports, Killington VT.

Years of Related Experience: 0 Years

Salary Schedule Placement: B00 Step A Start Date: Tbd - late March/early April

Salary or Wage Rate: \$230.27 Per Diem (based on \$43,752.00) Date of Board Appointment: _____

FTE: 1.0 Days / Year: n/a Hours / Day: n/aContract Comments: No contract; per Negotiated Agreement for salary placementInterviewed by: Steven Dellinger-Pate, Jody Emerson, Brian Divelbliss, Peter Arsenault, Steve Towne, Meaghan Falby, Caitlyn FielderThis candidate is recommended for employment by: Debra Taylor  3/26/20

Cc (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☒ BUILDING PRINCIPAL

Additional handouts at
the board meeting....

Washington Central Unified Union School District

Employee Nomination Form

Name: Jennifer L BritelSchool: U-32Employer: WCUUSDPosition: School NurseType: ☒ Permanent ☐ One-Year Non-Renewable ☐ Pro-Rated Non-Renewable ☐ TemporaryContract: ☒ Faculty ☐ Educational Support Personnel ☐ Non-Bargaining UnitReason for vacancy: ☒ Resignation/Retirement ☐ Leave of Absence ☐ New Position[If leave of absence or resignation, name of terminated employee: Paula Crossett RN

Educational Preparation:

College/Technical

Degree/Certificate

Date Attained

Lawrence Memorial/Regis College, Medford MAA.S. Nursing *Dec 2008University of New Hampshire, Durham NHB.A. SociologyMay 2005

Experience: Sep 2013-current - Ambulatory Triage Nurse, Family Medicine, UVM Medical Center, South Burlington VT; Jan 2010-Aug 2013 - Registered Nurse, Adolescent Acute Residential Treatment Program, McLean Hospital, Belmont MA; 2009-2010 - Registered Nurse-Charge, Adolescent Dual Diagnosis Unit/Transitional Age Unit, Westwood Lodge, Westwood MA

Years of Related Experience: 11 Years

Salary Schedule Placement:

Start Date:

B00-B14 Step LAugust 2020

Salary or Wage Rate:

Date of Board Appointment:

\$ 54,526 (FY20)March , 2020FTE: 1.0Days / Year: 190Hours / Day: n/a

Contract Comments:

Interviewed by: Steven Dellinger-Pate, Lisa LaPlante, Mary Lynn Crosson, RN, Nathan Lovitz, Heather Clark-Warner, Julie Kiefer, Laurie Mekkelsen, Alden Fitz

This candidate is recommended for employment by: Debra Taylor

Cc (check as appropriate):

☒ PERSONNEL☒ PAYROLL☐ SPED☒ UNION☒ BUILDING PRINCIPAL