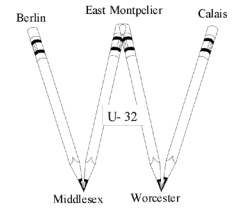


Washington Central Unified Union School District

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

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



Washington Central Unified Union School District School Board Meeting U-32 Rm 128/131 930 Gallison Hill Rd. Montpelier, VT 8.23.23 6:15-8:15 PM

Virtual Meeting Information

<https://tinyurl.com/nhkxkryb>

Meeting ID: 876 7700 8427

Password: 022316

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

1. Call to Order
2. Welcome 15 minutes
 - 2.1. Adjustments to the Agenda
 - 2.2. Reception of Guests
 - 2.3. Public Comments-Time limit strictly enforced, see note
3. Reports to the Board 45 minutes
 - 3.1. Approaches to Configuration Study - pg. 4
 - 3.2. Superintendent/Central Office Leadership Team (COLT) Report - pg. 22
 - 3.3. Central Vermont Career Center Report
 - 3.4. Committee Reports
4. Finance Committee (Discussion/Action) 15 minutes
 - 4.1. FY 23 Financial Report - pg. 27
 - 4.2. FY 24 Capital Improvement Project Updates – pg. 29
 - 4.3. Approve EMES Walk-In Refrigerator/Freezer – pg. 50
5. Policy Committee (Discussion/Action) 15 minutes
 - 5.1. Second Reading and Adoption for Policies: F3 Fire and Emergency Preparedness; F4 Access Control and Visitor Management – pg. 51

- | | |
|--|------------|
| 6. Board Operations (Discussion/Action) | 30 minutes |
| 6.1. Timing and Approach for Configuration Study | |
| 6.2. Affirm 2023-2024 Board Workplan – pg. 56 | |
| 6.3. School Board Vacancies/Interviews | |
| 6.4. District Clerk Vacancy | |
| 6.5. Appoint Proxy for the VSBIT Annual Meeting – pg. 63 | |
| 7. Consent Agenda (Discussion/Action) | 5 minutes |
| 7.1. Approve Minutes of 6.21.23 – pg. 65 | |
| 7.2. Approve Board Orders | |
| 8. Personnel | 10 minutes |
| 8.1. Approve New Teachers, Resignations, Leave of Absence, and Changes in FTE – pg. 76 | |
| 8.2. Update on Vacancies | |
| 9. Future Agenda Items | 5 minutes |
| 9.1. 2023-2024 Board Calendar | |
| 10. Executive Session: Student Enrollment Exception Request | 5 minutes |
| 11. Executive Session: Negotiations | 10 minutes |
| 12. Board Reflection | 5 minutes |
| 13. Adjourn | |

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

WCUUSD Board Norms - Adopted November 18, 2020

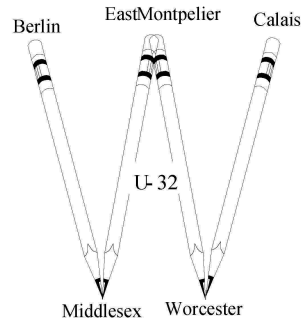
- **Public input** – Notify the community about public forums and opportunities for public comment at board meetings.
- **Community involvement during regular meetings of the board** – Every meeting will include at least one opportunity for public comment. Public comment is an opportunity for board members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

AGENDA KEY

Agenda Section	Examples	Role/ Responsibility	Description
Call to Order	n/a	Board Chair or designee	Formal opening to meeting. Superintendent calls to order during annual reorganization
Public Comment			Opportunity for public comment on items not on the agenda. Board will adhere to a strict 1.5 minute public comment time limit per person. Microphones will be muted when time is up. If there is not enough time on the agenda for all members of the public wishing to comment at the beginning of the meeting, there is additional public comment at the end of the meeting.
Executive Session	Personnel Student Matter Negotiations		Only for discussion of items covered in VSA §313. Formal actions not taken in Executive Session
Reports to the Board	Superintendent/ COLT Student Report	Administration	Both regular/recurring reports and one-time reports happen here. One-time reports are determined by the Board workplan or requested by the will of the Board. Generally, reports invite clarifying questions but not formal discussion/action
Committee Reports	Finance Policy Education Quality	Board	Chair of the committee reports on substance of most recent committee meeting. Generally, reports invite clarifying questions; any discussion or action items would be listed in the respective section of the agenda
Discussion Items		Board with input from administration	Items on the agenda specifically for discussion of the Board. Chair can seek input from audience during discussions. Generally not intended for action (although nothing prevents the Board from taking an action)
Action Items	Personnel approvals	Board	Items formally on the agenda for Board action. Discussion can occur after a motion is on the table
Consent Agenda	Board Orders Minutes	Board	Designed for items that need proforma approval and/or are sufficiently routine. Board acts on all items in the Consent agenda and does not discuss any item unless it is pulled out during Agenda Adjustments

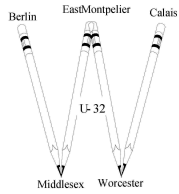
Approaches to Study Configuration

Merging Vision with Structure





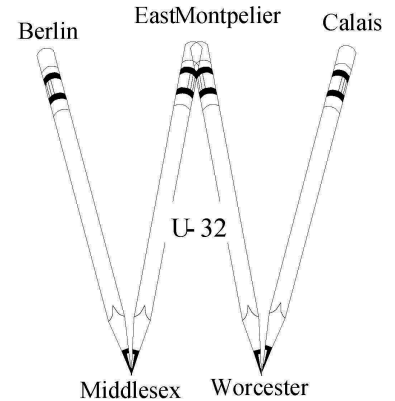
GOALS



- Connect the work of configuration with strategic planning
- Overview approaches to studying configuration
- Outline key community engagement strategies
- Discuss Finance Committee recommendations for full board

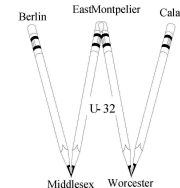
Strategic Planning

Vision & Core Beliefs



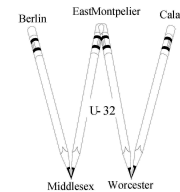


STRATEGIC PLANNING TIMELINE



Washington Central Timeline





Community Engagement

1 *How do we engage the community about our implementation options?*

Vision & Core Beliefs

1 What do we want for our Washington Central students?

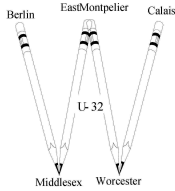
Configuration Study

2 *How should we organize ourselves to implement the vision?*





A reminder...



WCUUSD Mission:

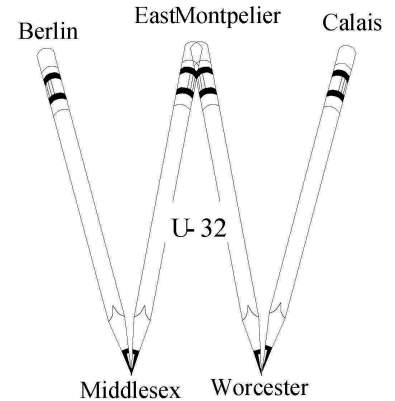
WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

Our Identified Priorities:

- Academic Achievement
- Safe & Healthy Schools
- Humanity & Justice

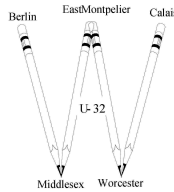
Configuration Study

Essential Elements





VERMONT LEARNING



What have other systems learned as they engaged in the work?

Successes

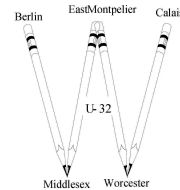
- Board-led processes have most success
- Clear goals, clear data, transparent process and a concrete timeline
- Strong support from administration, but Board leads the work
- Clear community engagement
- Consultants can be helpful as neutral facilitators

Pitfalls

- Communication & engagement is key
- Challenges occur when the process is unclear and the Board did not lead the engagement
- Some communities are resistant to consultants (within the community vs. outsider)



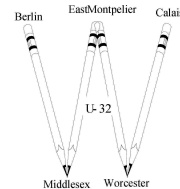
A VERMONT EXAMPLE



Case Study: A rural, multi-town unified school district studied the configuration of their smallest elementary schools over two years. The Board charged a subcommittee, strongly supported by the Superintendent and administration, to study the current realities of their system. Central to their situation were aging infrastructure, declining enrollment, and concerns about quality of services available to students in the smallest schools. The Board leaned heavily on the administration to identify the data and study the configurations, but broadly “owned” the decision. The result for this Board was reconfiguration - middle school students were moved to a single building to create a standalone middle school, and one of the smallest elementary school was reconfigured to house PreK in partnership with a community organization. Two years in, the community is largely positive about the change.

- A collaborative process, but the Board must make the key decisions
- “What won the Board over to make the decision was the research”

CRITICAL STUDY ELEMENTS

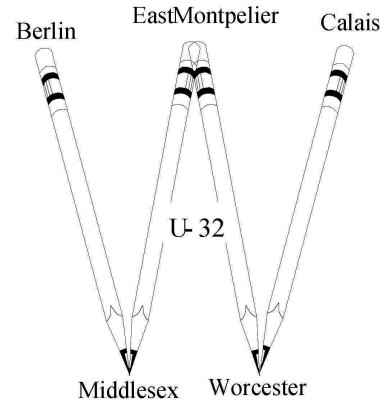


- Grounding in Vision & Core Beliefs
- Analysis of the system
 - ▷ Enrollment (historic, current, projected) - cite source
 - ▷ Quality of student experiences (e.g., student outcomes; world language; access to counseling/nursing; arts; class size/EQS) and associated costs to provide these at different scales
 - ▷ Facilities (age, maintenance costs, etc)
 - ▷ Cost analysis (per pupil costs; EQS)
- Configuration options & pro/con analysis (including revised costs associated with each model)
- Communication & engagement planning

Board Approaches

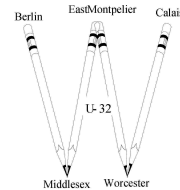
How will the Board undertake this work?

14



11

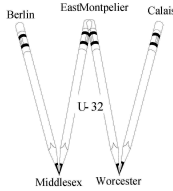
STUDY OPTIONS



- Board charges a committee (existing or ad hoc) to conduct the study
 - ▷ Such subcommittees need:
 - ▷ Superintendent & administrative involvement
 - ▷ Clear charge & **timeline**
 - ▷ Active Board participation
- Full Board charges administration to bring back a recommendation
- Consultant
- What else?



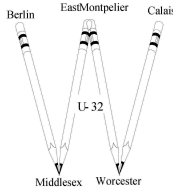
POSSIBLE TIMELINE- *Finance Committee Recommendation*



- September - December: Conduct the study
 - ▷ November budget presentation to include status report to inform budget discussions
 - ▷ Presentation in December
- January-February: Board reaction/discussion/engagement planning
- March-May: Community Engagement
- June: Action



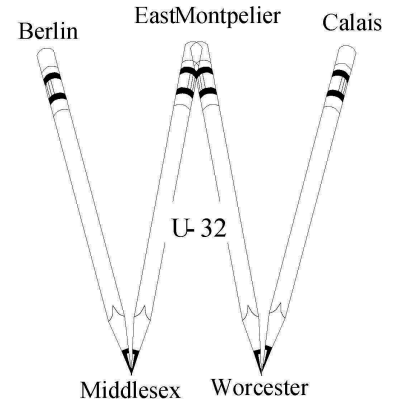
STUDY OPTIONS - *Finance Committee Recommendation*



- Board charge a committee to conduct the study
 - ▷ Considerations:
 - ▷ Finance Committee? Steering Committee? Ad Hoc?
 - ▷ Clear Superintendent & administrative involvement
 - ▷ Clear charge & **timeline**
- Committee Presents full study to Board. All discussion, decision making and engagement planning is done by the full Board
- Consultant/facilitator for community engagement?

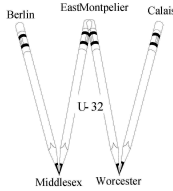
Community Engagement

Planning & Anticipating





STRATEGIC PLANNING INSIGHTS

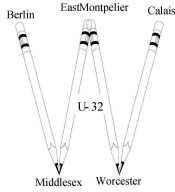


What have we learned so far from strategic planning & other recent events?

- Community engagement is **hard**, especially at more abstract times (e.g., Hopes & Dreams)
- **People come out** when a subject is important to them (mascots, budget) - ***configuration will be one of those times!***
- The Board has to be able to engage the community while still preserving its ability to make a sound decision based on all of the available information



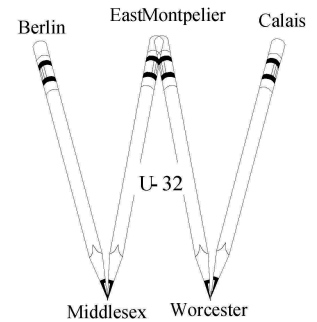
BOARD LEARNING



What does the Board need to know in order to do this well?

- Equitable Community Engagement (Board Learning at 8/8 retreat)
- What else?

Questions?



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

Strategic Planning Update

Washington Central Timeline



The WCUUSD Strategic Planning Process closed out the first phase at the end of the school year this June. You'll recall that the focus for the first phase was to engage the community and gather broad, high-level perspectives on what we believe is critical for students in our schools. Through in person and virtual Community Conversations, a community-wide survey, teacher and student input, and community events, the Steering Committee was able to gather information that would form the foundation of the vision and core beliefs.

As we transitioned to Phase II this summer, a significant amount of work occurred "behind the scenes." In particular, the focus was on analyzing and coding the data that resulted from our Phase I engagement. Steering Committee members met in June and July to reflect on the input data and create a preliminary draft of the Vision & Core Beliefs. This draft was edited by the full Steering Committee, and is ready for additional input and reflection by the community.

Draft Vision & Core Beliefs - Input

As we move into Phase II, the goal shifts to seeking additional, more personalized input on our draft vision and core beliefs. It is important to the committee to know that we "got it right" the first time. The draft document will be reviewed and discussed by gathering

community members (students, faculty, families, and the community at large) with expertise and experience that can give us feedback and share ideas.

In addition to the focus groups, we are seeking virtual input on the draft through something called a "ThoughtExchange." As part of our strategic planning work, the District is using a new tool called ThoughtExchange to gather input. An exchange is a unique two-way process that brings people together on important topics, and replaces the methods used in traditional surveys with a naturally collaborative platform. We launched our first exchange on Friday, in our newsletter. Participants can confidentially share their ideas in response to an open-ended question. Once participants have shared their own ideas, they are asked to rate the thoughts that others have provided on a scale of one to five stars based on how much they agree with the idea or how important they think it is. In the final step, participants can view how the thoughts in the exchange have been rated by the group. This experience is a more sophisticated way to gather data, allowing respondents to react not only to the questions provided, but also to other people's thoughts and responses.

In addition, we are working with ThoughtExchange to develop a "Community Hub", which is a place to house all of the information about our Strategic Planning Process. We hope this will be helpful in assisting our communities to see the through line in this process, and stay updated with each phase. You can find a link to the Hub here:

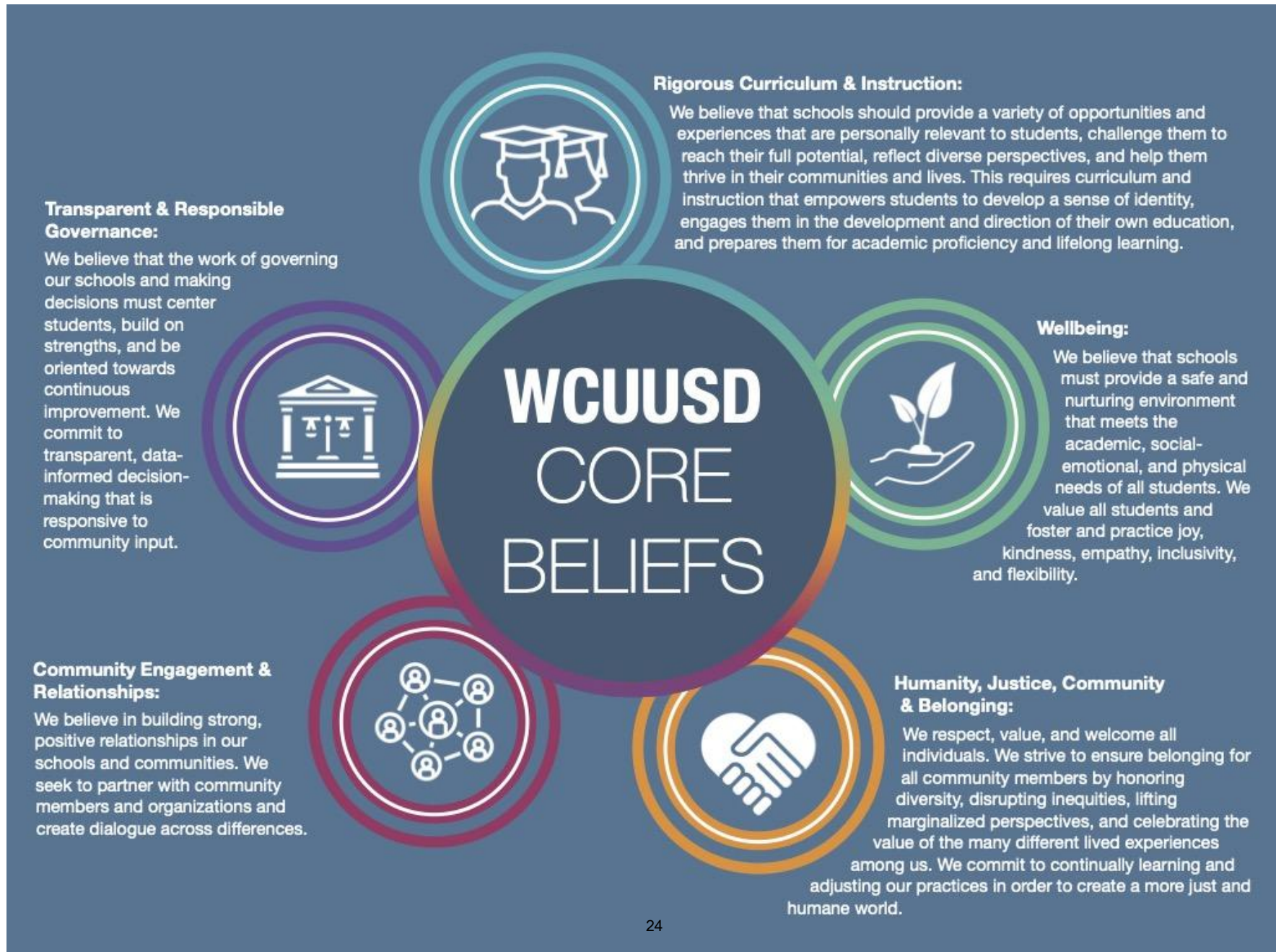
<https://communityhub.thoughtexchange.com/wcsu32/project/strategic-planning/>

Below is a draft of the Vision & Core Beliefs. The Board will have an opportunity to provide its own feedback (as a Focus Group of its own) at the September 20th Board meeting. In addition, here is the link to our Exchange - please share widely!

Link: <https://tejoin.com/scroll/465228642>

QR Code:







Staff Transitions

The Central Office Team welcomed Timothy Couture in June to fill the District Operations Manager position. Tim comes to Washington Central with experience in data management systems, and is excited to be here, continuing this important work for the District.

Tim replaces Michelle Ksepka, who accepted a position as District Operations Manager at the Lamoille North Supervisory Union. Michelle worked for Washington Central since 1995, supporting the District in the schools in a variety of capacities before joining the Central Office Team. As Michelle's roles changed through the years her contributions grew, right through her last month here. One of Michelle's last projects at WCUUSD was helping the District set up and launch an electronic time clock system. The entire Central Office Team, Leadership Team and co-workers in the school buildings will miss her, but we wish her well as she embarks on a new adventure.

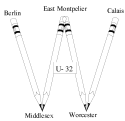
Electronic Time Clock Project

On July 3rd we added all year-round building maintenance personnel and administrative assistants to the list of users accessing the electronic time clock system. We have paired Frontline's Time & Attendance software with the Absence Management system that was already in place in the District. Employees request leave time through Absence Management and clock in and out of Time & Attendance, but both are through the same online sign on.

Michelle Ksepka began work on this project for initial setup prior to her departure. The work is now lead by Payroll Specialist Holly Poulin and Business Administrator Susanne Gann. The administrative assistants across the buildings have also worked very hard to learn as much as possible about the software, and become system experts so that they can support current users and prepare for the addition of school-year support staff at the end of this month. A huge shout out goes to Renee Bates who supported all of the ESY and curriculum camp users this summer; Lori Dutton-Renaud at Berlin; Chris Pollard at Doty; Jodi Parker at East Montpelier; Shannon Knowles at Rumney; Lynnea Timpone, new Administrative Assistant to the U-32 Principal; as well as Jenniffer Duprey, the Head Custodian at U-32. We appreciate everyone's efforts to assist in this process, and the understanding and grace of all the new users as they learn something new and we iron out all the wrinkles!

Fiscal Audit in Progress

The auditors from our accounting firm, RHR Smith, worked on the FY 2022-2023 audit last week and will complete the review of materials over the next few weeks. We anticipate receiving a first draft to review in October, and presenting the final audit to the Board in December. The preparation for this involves multiple account reconciliations, journal entries, pulling financial reports, copies of leases, contracts,



invoices, procedures and many other documents for review. The entire Team contributes to this body of work, so thank you to Penny, Tom, Holly, Melissa Tuller, Renee Bates and Maeve Hoffert for their contributions in pulling everything together. This, all at the same time that our team works to close out of the financials for the fiscal year and begin a new fiscal year. Payroll,

Hiring

Carla Messier has spent the summer posting ads for open positions, scheduling interviews and meeting with new employees to go over their benefits and get them enrolled so that our new hires are all set when they come on board. Carla prepared new hire letters and sent out benefit packets with the help of Renee and Melissa.

Carla has diligently maintained the HR database, completing terminations for outgoing employees and setting up new employees in the system. Carla transfers the information to the payroll software, which then needs to be updated by Holly for the setup of individual W-2 information, benefits, deductions and direct deposits. The implementation of the electronic time clock system added a new layer to the setup of new employees, as all hourly employees must now be set up with user accounts in order to start using the system. As of this date, 22 new contract employees have been set up for this fiscal year. Enormous gratitude to both Carla and Holly for their efforts to roll out the red carpet to our new employees.

Gratitude

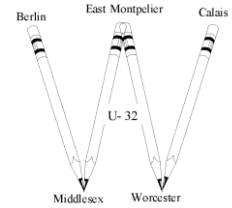
An enormous thank you goes out to the entire Central Office Team for maintaining such a high level of output this summer. It is remarkable how much work we have accomplished together!

Washington Central Unified Union School District

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1130 Gallison Hill Road
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Fax (802) 229-2761

Meagan Roy Ed.D.
Superintendent



TO: WCUUSD Finance Committee & School Board
FROM: Susanne D. Gann, WCUUSD Business Administrator
RE: FY 2022-23 Financial Report
DATE: August 18, 2023

General Fund Balance Summary: When the FY 2022-23 budget was prepared, the District had planned to utilize \$325,468 of fund balance, anticipating that expenses would exceed revenues by this amount. This amount was earmarked to offset the final early retirement payment, 1.0 additional classroom teacher at EMES and the equity scholar in residence.

The beginning fund balance reserved for operation of the school district was \$2,258,893. The district now projects increasing the fund balance by \$239,881, which is a combined result of expenses under budget by \$1,010,581 and a revenue shortfall of \$770,700. This increase in the fund balance is \$565,349 better than planned at budget time. The total unassigned / unallocated fund balance is anticipated to be \$1,831,846, which is \$1,053,420 beyond the recommended 2% of current year budget.

Major Budgetary Factors: The Regular Instruction line was underspent, resulting in a positive impact of \$552,951 on the fund balance. Support Services was underspent by \$122,383. The other significant area of savings in the budget was Special Education expenditures, which were \$371,977 less than budget. Underspensing the special education budget contributed to the reduction in revenues by \$191,675 which offset special education expenses.

WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GENERAL FUND PROJECTIONS AS OF AUGUST 18, 2023
FOR THE YEAR ENDED JUNE 30, 2023

	Amount Increase / (Decrease)
CHANGES IN REVENUES	
Tuition	\$ 93,928
Interest Income	\$ (65,109)
Miscellaneous Income - primarily insurance claim	\$ (2,634)
Transfer From Fund Balance	\$ (325,468)
Revenues From State Resources	\$ (279,741)
Revenues For Special Education Services	\$ (191,675)
TOTAL REVENUE CHANGES	\$ (770,700)
CHANGES IN EXPENDITURES	
Regular Instruction	\$ (552,951)
Support Services	\$ (122,383)
Debt Service	\$ 59,879
Fund Transfers	\$ (40,000)
Special Education	\$ (371,977)
Athletics	\$ 18,086
Co-curricular Activities	\$ (1,235)
TOTAL EXPENDITURE CHANGES	\$ (1,010,581)
PROJECTED NET CHANGE IN FUND BALANCE IN FY 2022-23	\$ 239,881

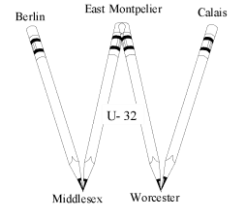
BEGINNING FUND BALANCE AS OF JULY 1, 2022	\$ 2,258,893
Previously reserved for Technology Equipment	\$ (357,928)
Previously reserved for Fiscal Software & Related Costs	\$ (309,000)
TOTAL BEGINNING FUND BALANCE - AVAILABLE FOR OPERATIONS	\$ 1,591,965
PROJECTED NET CHANGE IN FUND BALANCE IN FY 2021-22	\$ 239,881
PROJECTED ENDING FUND BALANCE - JUNE 30, 2022	\$ 1,831,846
RESERVE ITEMS FOR FY 2023 - 24 BUDGET	
	\$ -
	\$ -
	\$ -
TOTAL RESERVE ITEMS FOR FY 2022 - 23 BUDGET	\$ -
TOTAL UNASSIGNED / UNALLOCATED FUND BALANCE	\$ 1,831,846
FUND BALANCE TARGET (2% OF CURRENT YEAR BUDGET)	\$ (778,427)
AMOUNT AVAILABLE BEYOND THE 2% TARGET	\$ 1,053,420

Washington Central Unified Union School District

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Fax (802) 229-2761

Meagan Roy Ed.D.
Superintendent



TO: WCUUSD Finance Committee and School Board
FROM: Susanne D. Gann, Business Administrator
Chris O'Brien, Director of Facilities
RE: Capital Improvement Project Updates
DATE: August 18, 2023

The total approved budgets for capital projects for work in FY 2023-24 was \$4,016,387. We do not anticipate requesting funds beyond the total approved amount, and believe built-in contingencies will be enough to move all projects forward at this time. As anticipated, challenges with availability of materials and labor have been encountered, but continue to be managed to the extent possible. The extremely wet weather and flooding has also caused some concerns, but does not seem to be impeding the progress toward meeting the planned substantial completion dates. The early planning and bidding of the projects helped us adapt to long lead times for equipment and parts availability.

Updates on individual projects are below. Substantial completion* means available for intended use, but some additional work may need to be completed to close out the project.

U-32 Middle and High School

HVAC - Energy Recovery Unit (ERU) 20-year Upgrades:

Work Started - June 19, 2023

Substantial Completion* Date - August 18, 2023

Contractor - Thomas Mechanical, Inc.

Project Notes- Equipment start up occurred by manufacturer's rep on 8/7/23. Balancing of duct work scheduled for August 10th. The completion of the project should not coincide with the opening of school to faculty and students.

Budget Status - Do not anticipate exceeding \$1,348,497 budget.













Parking Lot & Sidewalk:

Work Started - June 19, 2023

Substantial Completion* Date - August 18, 2023 for Phase I, September 15, 2023 for Phase II.

Contractor - J. A. McDonald

Project Notes - Completion of Phase I will provide use of the bus lanes, new entrance lanes and main parking lot. Completion of Phase II will provide use of the upper parking lot and gravel parking lot. Traffic flow is now one-way only from the entrance through the exit. From Aug 19, 2023 to September 15, 2023 contractors will be on-site and need to work simultaneously as school operations. J.A. McDonald has managed the impact of wet weather and the July flood effectively throughout the project. The schedule is very tight, but they have done an excellent job through Phase I, and we anticipate Phase II will have the same results.

Budget Status - Do not anticipate exceeding \$2,090,354 budget.











Boiler Circulator Pump #1 Replacement:

Work Started - July 18, 2023

Substantial Completion* Date - July 21, 2023

Contractor - Thomas Mechanical, Inc.

Project Notes - Project was completed seamlessly.

Budget Status - Did not exceed \$34,375 budget.

Upgrade of Woodchip Boiler:

Anticipated Start Date - Jun 20, 2023

Substantial Completion* Date - August 18, 2023

Contractor - Messersmith

Project Notes - Contractors have completed a Level 2 background check. Messersmith and the electrical subcontractor are on-site the week of August 15th. The work is anticipated to be completed before school is opened to faculty and students. This should not interfere with the operation of school, and the backup boiler is available if necessary. The system will need to be tested at the beginning of the heating season in late September or early October.

Budget Status - Do not anticipate exceeding \$125,000 budget.





Calais Elementary School

Replacement of Woodchip Boiler:

Work Started - April 24, 2023

Substantial Completion* Date - August 31, 2023

Contractor - Froling Energy

Project Notes - Sewer lines and perimeter drainage discovered during excavation which resulted in the redesign of the silo foundation. This caused a delay in concrete, and caused the contractor to lose the concrete subcontractor.

Budget Status - Do not anticipate exceeding \$475,000 budget.







Doty Memorial Elementary School

AHU Damper Replacement:

Anticipated Start Date - August 15, 2023

Substantial Completion* Date - August 18, 2023

Contractor - Thomas Mechanical, Inc.

Project Notes -

Budget Status - Do not anticipate exceeding \$6,875 budget.

Generator:

Anticipated Start Date - Unknown

Substantial Completion* Date - Unknown

Contractor - Unknown

Project Notes - We have engaged an electrical engineer to help develop the project scope, budget and RFP documents for the generator install. A meeting is set up for Monday August 28, 2023 to begin the project. Discussions occurring with various vendors to research requirements for equipment size, placement and fuel sources. A below ground propane tank has been recommended.

Budget Status - Full scope and budget not yet determined. Current allocation is \$95,000.

East Montpelier School

Upgrade of Woodchip Boiler:

Anticipated Start Date - June 20, 2023

Substantial Completion* Date - August 18, 2023

Contractor - Messersmith

Project Notes - Contractors have completed a Level 2 background check. Messersmith and the electrical subcontractor are on-site the week of August 15th. The work is anticipated to be completed before school is opened to faculty and students. This should not interfere

with the operation of school, and the backup boiler is available if necessary. The system will need to be tested at the beginning of the heating season in late September or early October.

Budget Status - Do not anticipate exceeding \$125,000 budget.

Interior Door Replacement:

Anticipated Start Date - Fall 2023

Substantial Completion* Date - Unknown

Contractor - N/A

Project Notes - Todd Hill, Lead Maintenance for East Montpelier is completing this project internally, replacing 8 interior doors. Originally he had hoped to complete the project this summer, but the doors are currently not available. Once available and received, Todd will begin the installation.

Budget Status - Do not anticipate exceeding \$8,371 budget.

Playground Swings and Slide:

Anticipated Start Date - July 1, 2023

Substantial Completion* Date - August 31, 2023

Contractor - Various (playground equipment: Pettinelli & Associates; groundwork: Mike Brown Trucking; Shed: Town and Country Sheds; playground signage: Sign Here)

Project Notes - The shed and playground signage has all been installed, as well as the extended ADA path and ADA cabin in the woods. We are waiting on the playground from Pettinelli & Associates; which should be installed by the end of August, 2023.

Budget Status - Do not anticipate exceeding \$43,183 budget.

District-wide Project

Security Review (Access and Cameras):

Anticipated Start Date - Unknown

Substantial Completion* Date - Unknown

Contractor - Unknown

Project Notes - Margolis Healy assessment completed, Bill and Chris have completed the physical review and building plan reviews to identify proposed additions to physical security components in order to define the scope of the project.

RFP development has begun for security systems including cameras, access controls, door strikes and visitor management systems across the district.

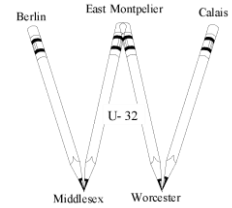
Budget Status - Full scope and budget not yet determined. Current allocation is \$600,000.

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

Jennifer Miller-Arsenault
Interim Superintendent



TO: WCUUSD Finance Committee & School Board
FROM: Susanne Gann, WCUUSD Business Administrator
RE: Approve Use of Food Service Funds for EMES Walk-in Refrigerator/Freezer
DATE: August 18, 2023

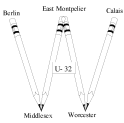
Summary: The WCUUSD Food Service fund balance at the end of FY 2022-23 was \$347,826.41. The FY 2023-24 Food Service budget was developed with the plan to use \$262,500 of that fund balance for the purchase of new equipment across the district.

EMES was initially budgeted to replace a refrigerator/freezer for \$5,000. The school has requested to install a walk-in refrigerator/freezer to better meet the school's current and future needs for additional storage space for the food service program.

Since the original building was built anticipating that a walk-in refrigerator/freezer would be needed some day, the location can easily accommodate the installation of the equipment. Todd Hill and Alica Lyford have indicated that they have the capacity to lead the project. The lead time for equipment and scheduling work is currently 8 - 12 weeks, so it will likely be completed over a school break.

The estimated budget to complete the necessary work is \$28,421. Adding a 10% contingency for unexpected costs brings the funding needed to \$31,264.

Recommended Board Action: The Board approve the use of the food service fund balance to pay for a new walk-in refrigerator/freezer and the installation of the equipment for an amount not to exceed \$31,264.



To: WCUUSD Board
From: Policy Committee
Re: Information for August 23 Policy Discussions

5.1 Affirmation: F3 Fire & Emergency Preparedness Drills and F4 Access Control & Visitor Management:

As the Board will recall, [S138](#) was passed at the end of the 2023 legislative session and required all Boards to adopt policies on Fire & Emergency Preparedness and Access Control & Visitor Management *no later than August 1, 2023*. Because of the timeline for the new law, these policies were provisionally approved at the June 21, 2023 Board Meeting. Our attorney recommended that we provisionally approve the policies in June, and then re-warn and affirm/ratify the decision at the August business meeting.

Recommended Action: Affirm the provisional approval of F3 and F4.

Required

WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT

Board of Directors' Policy

Fire and Emergency Preparedness Drills

POLICY: F3

WARNED: _____

ADOPTED: _____

EFFECTIVE: _____

Statement of Policy

It is the policy of the Washington Central Unified Union School District (District) to require each school site to conduct options-based response drills in the fall and spring of each academic year, and to adopt and maintain an all-hazards emergency operations plan, as part of the District's overall school safety plan.

Definitions

1. **Options-based Response Drill:** For the purpose of this policy, options-based response drill means that there are different actions educators and students can take if confronted by an active shooter/intruder.
2. **School site:** school building(s) operated by the school district.

Administrative Responsibilities

The superintendent or designee will ensure that:

1. Each school site in the district conducts age-appropriate, options-based response drills, including fire drills, in the fall and spring of each academic year. The district must evaluate which approach is best and adapt that approach to the developmental level of their students, including for students with disabilities, language barriers, and mobility needs.
2. The options-based response drills follow the guidance issued by the Vermont School Safety Center and the Vermont School Crisis Planning Team, which includes trauma-informed best practices for implementing options-based response drills.
3. Parents and guardians are notified not later than one school day before an options-based response drill is conducted.
4. Completion of the biannual drills is reported to the Agency of Education in a format approved by the Secretary.
5. On or by July 1, 2024, an all-hazards emergency operations plan is adopted and maintained for each school site. This plan must be reviewed and updated annually and in collaboration with local emergency first responders and local emergency management officials.

<i>VSBA Review Date</i>	
<i>Date Warned</i>	
<i>Date Adopted</i>	
<i>Legal References</i>	16 VSA §§ 1480,1481
<i>Cross References</i>	Access Control and Visitor Management Security Cameras

DISCLAIMER: This model policy has been prepared by the Vermont School Boards Association for the sole and exclusive use of VSBA members, as a resource to assist member school boards with their policy development. School Districts should consult with legal counsel and revise model policies to address local facts and circumstances prior to adoption, unless the model policy states otherwise. VSBA continually makes revisions based on school districts' needs and local, state and federal laws, regulations and court decisions, and other relevant education activity.

Required

WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT

Board of Directors' Policy

Access Control and Visitor Management

POLICY: F4

WARNED: _____

ADOPTED: _____

EFFECTIVE: _____

Statement of Policy

It is the policy of the Washington Central Unified Union School District (District) to provide a safe environment for students and employees while facilitating access to school buildings, premises and equipment by authorized users. The safety and security of the district's physical space and assets is a shared responsibility of all members of the District.

Definitions

1. **School site:** school building(s) operated by the school district.

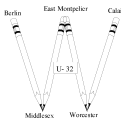
Administrative Responsibilities

The Superintendent, or designee, will develop procedures to ensure:

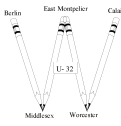
1. Access control procedures are established to address the design, administration and management of access control systems and measures. The superintendent, or designee, must determine and assign access-control privileges based on the specific needs and requirements of the district and the electronic identification/access badge.
2. All school site and district office exterior doors are locked during the school day.
 - a. [OPTIONAL] The district recognizes the need to leave _____ structure unlocked as needed for _____ purpose [agricultural, recreational, or other reasonably practical purposes directly related to the school's mission or curriculum].
3. Regulation of visits to the school by parents, community members or news media.
4. All visitors check in at a centralized location prior to gaining full access to the school or office site.
5. Each school site maintains a log showing the names of visitors and the date, time and purpose of each visit.

<i>VSBA Review Date</i>	
<i>Date Warned</i>	
<i>Date Adopted</i>	
<i>Legal References</i>	16 VSA §1484
<i>Cross References</i>	Security Cameras Fire and Emergency Preparedness Drills

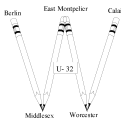
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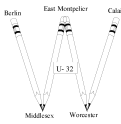
Board Goals	Goal #1: Educational and Academic Outcomes Goal #2: Broadening Communication with the Community Goal #3: Long Term Planning				
	Presentation/Board Learning	Reports	Discussion	Action	Committees
August 8 4:00-8:30 <i>Retreat #2</i> <i>(Board & Superintendent)</i> North Branch	Equitable Community Engagement			Board goals Board Workplan	Finance: Budget timeline; year-round budgeting concept
August 23 6:15 <i>Business Meeting</i> <i>In Person</i> Location: U-32 Rm 128/131	Configuration Study	Superintendent/COLT Report (Strategic Planning update)	Board Interviews	Affirm Board Workplan Affirm Policies F3 and F4 Affirm Superintendent Evaluation Process & Timeline	
September 6 6:15 <i>Community Meeting</i> Location: U-32					September 6 Ed Quality: EQC Goal, Student Monitoring Report (Spring 23 data) Finance: Approve budget development timeline & priorities September 13 Policy: Develop policy review draft



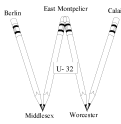
September 20 6:15 Business Meeting In Person Location: U-32 Rm 128/131	Strategic Planning - Board Focus Group	Monthly Reflections - Business Office Superintendent Goals	Review VSBA Resolutions Policy (as needed) Budget development timeline & priorities	Approve budget development timeline & priorities Affirm Policy Workplan cycle Appoint Superintendent as VSBIT Proxy Appoint Board member Proxy for Annual Meeting	
October 4 6:15 Community Meeting Location: Rumney Memorial	Local Presentation - SEL (Rumney)	Superintendent Report: Summary of Meet & Greet data		Affirm workplan Affirm committee charges	October 4 Ed Quality: AP & Co-Curriculars October 11 Finance: Review & approve FY24 HRA, dental, food service & CC budget October 12 Steering: Superintendent Goals & Indicators - Initial Discussion; Board recruitment
October 18 6:15 Business Meeting In Person Location: U-32 Rm 128/131	Board Budget Training	Superintendent/COLT Report (Superintendent goals) Principal Report Monthly Reflections - Business Office Student Report Career Center Report	Policy (as needed)	Approve FY24 Dental, HRA, Food service & community connections assumptions Policy (as needed) Ed Quality Goal	
November 1 6:15 Community Meeting	Local Presentation - SEL (Doty) <u>Forum Topics:</u> Connecting our Vision to				November 1 Ed Quality: Student Monitoring Report (Fall 2023 Data),



Location: Doty Memorial	<p>Budget Realities</p>				<p>EQS</p> <p>November 8 Finance:</p> <ul style="list-style-type: none"> Authorize Superintendent to Award Bids for Liquid Heating Fuels Review and Discuss FY24 Budget Draft #1 <p>November 9 Steering Committee</p> <p>November 15 Policy: Policy Cycle</p>
<p>November 15 6:15 Business Meeting</p> <p>In Person Location: U-32 Rm 128/131</p>	<p>Monitoring Student Achievement</p> <p>Budget draft #1</p>	<p>Superintendent/Central Office Report</p> <p>Principal Report</p> <p>Student Report</p> <p>Career Center Report</p>	<p>Board feedback on FY24 budget draft #1 (Board parameters)</p> <p>Policy (as needed)</p>	<p>Policy (as needed)</p> <p>Superintendent Evaluation Rubric</p>	
<p>December 6 6:15 Community Meeting</p> <p>Location: EMES</p>	<p>Local Presentation - SEL (EMES)</p> <p>Configuration Study Report</p>	<p>Equity Indicators Draft</p> <p>Parking lot prequalification</p>			<p>December 6 Ed Quality: Scientific Inquiry & Content</p> <p>December 13 Finance: Review FY24 Budget Draft 2</p> <p>FY 23 Audit Report</p> <p>Fund Balance Projections</p> <p>December 14 Steering Committee</p> <p>Policy: Policy Cycle</p>



December 20 6:15 Business Meeting In Person Location: U-32 Rm 128/131	Community Budget Forum - changes from Drafts 1 to 2	Superintendent/Central Office Report (FY23 Audit report) Principal Report Student Report Career Center Report Status of Mail in Ballots	Board feedback on FY24 budget draft #2 Policy (C13: Homeless Students) Education Quality Priorities	Accept FY23 Audit report	
January 3 6:15 Community Meeting Location: Calais Elementary	Local Presentation - SEL (Calais)		Review of school board vacancies Budget warning language Annual report format Policy (as needed) Superintendent Evaluation Timeline	Approve school choice numbers	Ed Quality: No Meeting January 10 Finance: Review FY24 Budget Drafts 2-3 and prepares for community forum presentation Reflection: Board will award U-32 ERU Project to contractor at Feb 1 Board meeting January 11 Steering Committee Policy: Policy Cycle
January 17 6:15 Business Meeting In Person Location: U-32 Rm 128/131	<u>Forum Topic</u> Final Budget Presentation	Superintendent/Central Office Report - Hiring Procedures Student Report Career Center Report Principals Report	Budget communication Executive Session: Superintendent Evaluation	Policy (as needed) Award bid for ERU project Final Draft Budget	

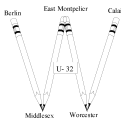


February 7 6:15 Community Meeting Location: U-32	Local Presentation - SEL (U-32) Community Input Session - Configuration		Board Communication & Outreach Plan	Board Communication & Outreach plan Approve use of fund balance for Strategic Planning	February 7 Ed Quality: Artistic Expression, Mission & SLO Statement Review February 14 Finance: Develops Board Communication & Outreach Plan Award bids for Calais Pellet boiler and U-32 Parking Lot Projects February 8 Steering Committee: Superintendent Evaluation Policy: Policy Cycle
February 21 6:15 Business Meeting In Person Location: U-32 Rm 128/131		Superintendent/Central Office Report (Quarterly Financial Report) Principal Report Student Report Career Center Report	Policy (as needed) Superintendent Evaluation (Executive Session)	Policy (as needed) Pellet boiler and U-32 Parking Lot Projects	
March 4 Annual Meeting	Board Budget Presentation				
March 13 6:15 Business Meeting In Person	Board Reorganization	Superintendent/Central Office Report - Climate Survey Results Principal Report Student Report Career Center Report	Reflect on budget process		Ed Quality: No Meeting March 14 Finance: *only if needed for budget revote* March 13 Agenda Planning Meeting

DRAFT items in Green: 5/25/23; 7/26/23

Items in blue from 2023-24 Monitoring Calendar

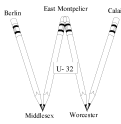
Items in red from Budget calendar



Location: U-32 Rm 128/131					& Superintendent Evaluation March 22 Policy: Policy Cycle
April 3 5:00-6:00 New Board Members 6:15 Community Meeting Location: Rumney Memorial	Community Input Session - Configuration	New Board Orientation (5:00-6:00)	Superintendent Evaluation (Executive Session)		April 3 Ed Quality: Student Monitoring Report (Winter 2024) April 11 Finance: Quarterly financial report; Reflect on budget process April 12 Steering Committee Policy: Policy Cycle
April 17 6:15 Business Meeting In Person Location: U-32 Rm 128/131	<u>Presentation Topic</u> Student achievement (winter assessments)	Superintendent/Central Office Report Principal Report Student Report Career Center Report	Policy (as needed)	Policy (as needed) 23-24 Calendar Approval Last Day of School, 22-23 District Clerk replacement process	
May 1 6:15 Community Meeting	Equity Indicators Presentation				May 1 Ed Quality: Global Citizenship May 9 Finance

DRAFT items in Green: 5/25/23; 7/26/23

Items in blue from [2023-24 Monitoring Calendar](#)
 Items in red from Budget calendar



Location: Doty Memorial					May 10 Steering Committee Policy: Policy Cycle
May 22 6:15 Business Meeting In Person Location: U-32 Rm 128/131	<u>Board Learning</u> Finance	Superintendent/Central Office Report (Quarterly Financial Report) Principal Report Student Report Career Center Report	Policy (as needed)	Policy (as needed)	May 29 Ed Quality: Work Calendar , EQC Goal , Post Secondary Outcomes
June 5 5:00-8:30 pm Board & Administrative Retreat Location:					June 13 Finance June 14 Steering Committee Policy: Policy Cycle
*June 18 (Tuesday) 6:15 Business Meeting In Person Location: U-32 Rm 128/131	<u>Presentation</u> Student achievement (post-secondary outcomes)	Superintendent/Central Office Report Principal Report Student Report Career Center Report	Policy (as needed)	Policy (as needed) Configuration	



INSTRUCTIONS FOR EXHIBIT B VSBIT PROXY OR CERTIFICATE OF AUTHORITY

- **In order to vote at the VSBIT Annual Meeting on October 27, 2023, Exhibit B must be completed prior to the meeting.**
- **If you will be sending a person to the Annual Meeting to represent you, complete the first selection, option (a), by checking the box and listing the name of your representative and their title. This person must be present, with a copy of this form, in order to vote.**
- **If you will not be attending or sending a representative to the Annual Meeting but wish to cast a vote, complete the second selection, option (b), by checking the box and in doing so, naming the VSBIT Board as a proxy to cast a vote on your behalf.**
- **If your school district is a participating member of both the VSBIT Multi-Line Program and the VSBIT Unemployment Program, a separate Exhibit B form must be filled out for each program.**
- **In either case, sign and date the bottom of the form and either bring it to the meeting or mail it ahead to:**

**VSBIT
Annual Meeting
52 Pike Drive
Berlin, Vermont 05602**



EXHIBIT B

VSBIT PROXY OR CERTIFICATE OF AUTHORITY

LET IT BE KNOWN THAT: _____, member of
(Name of Member School District/Supervisory Union)
the VSBIT Unemployment Program, a body corporate and politic, created and existing under the
laws of the State of Vermont, does hereby:

Certificate of Authority

☐ (a) appoint as its authorized representative to appear and vote on its behalf at any and all meetings of the members of the Vermont School Board Insurance Trust, or any adjournment thereof, the following person:

Name

Title

Email: _____

Note: If option (a) is selected, the person listed above must attend in-person to vote.

OR

Proxy

☐ (b) appoint as its true and lawful attorney, the Board of Directors of the Vermont School Boards Insurance Trust, by majority vote, with the power of substitution for it and in its name to vote at the Annual Meeting of the Vermont School Boards Insurance Trust, to be held on the 27th day of October, 2023 or at any adjournment thereof, with all the powers it should possess if personally present through its authorized representative.

Please sign and date this section once you have chosen (a) or (b):

Dated at _____, Vermont, this _____ day of _____, 20____.

This action is valid for one year [365 days] from the date of enactment, or until it is superseded by subsequent action of the member filed with the Trust.

Name of Member District

BY: _____

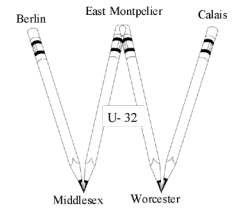
TITLE: _____

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

Meagan Roy Ed.D.
Superintendent



Washington Central Unified Union School District School Board Meeting U-32 Rm 128/131 930 Gallison Hill Rd. Montpelier, VT 6.21.23 5:30-8:15 PM

Board Members: Flor Diaz Smith, Jonas Eno-Van Fleet, Chris McVeigh, Kari Bradley, Maggie Weiss, Lindy Johnson, Mckalyn Leclerc, Natasha Eckart, Ursula Stanley, Joshua Sevits, Daniel Keeney, Eric Andersen, Jonas Eno-Van Fleet

Others: Superintendent Meagan Roy, Steven Dellinger-Pate, Mark Kline, Jen Miller-Arsenault, Kerra Holden, Michelle Ksepka, Susanne Gann, Barbara Korecki, David Delcore, David Hannigan, Laura Lafaille, Nichola Anderson, ORCA Media, Shane, Paul Hill, Don Fair, Melissa Tuller, Amy, Becky, Brian Emmons, Chris Temple, David Charles Lawrence, Julia Pritchard, Justine, Laura, Robert LeClair, Donna and Ryan Barr, Marianne and Matt Goodrich, Nancy Durgin, Jodi Parker, Jill Drury, Devin Smith, Jason Fielder, Carol Fielder Julia and David DeRosia, Jim Wild, David Butsch, Chris Butsch, Lori Hayer, Kathryn Lagerstedt, Traci Leibowitz, Matt Allen, Bonnie Pollard-Allen

1. **Call to Order:** Flor Diaz Smith called the meeting to order at 5:33 p.m. She reviewed some of the happenings over the past few weeks at U-32. Flor Diaz Smith made a statement about the desire to hold space for each other and to acknowledge the commitment to a bright future for our children and the next generation, for the work of the school board tonight.
2. **Welcome**
 - 2.1. **Adjustments to the Agenda:** none

- 2.2. Reception of Guests:** Flor Diaz Smith welcomed guests to the meeting and she invited public comments at this time for items that are not on the agenda. Public Comments: none at this time; please see below
- 3. Presentation and Discussion: Post-Secondary Outcomes:** Jen Miller-Arsenault, Steven Dellinger-Pate, and Lisa LaPlante presented a slide deck: *Post-Secondary Outcomes*. Ursula Stanley invited board members to email if there are any details they would like represented in this presentation next time (next year) when this report is on the work calendar.
- 4. Reports to the Board**
- 4.1. Superintendent/Central Office Leadership Team (COLT) Report:** Superintendent Roy had provided a written report. She highlighted some of the details in the report. The board briefly discussed Strategic Planning. Daniel Keeney asked whether Steering Committee meetings are open to the public, including: are these meetings open to board members to attend? Flor Diaz Smith spoke about the desire to create focus groups, and that, yes, these meetings are open but they are not required to be publicly warned meetings.
- 4.2. Central Vermont Career Center Report:** Flor Diaz Smith provided a 5-minute video from the Central Vermont Career Center.
- 5. Finance Committee**
- 5.1. Discussion/Action**
- 5.1.1. Award Revenue Anticipation Note (RAN) and Reinvestment Bid:** Ursula Stanley moved to approve the revenue anticipation note for an amount not to exceed \$3,306,745 and investment bid with Union Bank and authorize the Board Chair to sign the loan documents on behalf of the Board. Seconded by Daniel Keeney, this motion carried unanimously.
- 5.1.2. Authorize Scope, Budget, and Bid Document Development for FY-2024-25 Projects:** Ursula Stanley moved to authorize the use of capital reserve funds, not to exceed \$30,000, to develop the necessary scope, budget and bid documents for the Doty generator project in FY 2023-24 and FY 2024-25 approved capital improvement projects. Seconded by Natasha Eckart this motion carried unanimously.
- 5.1.3. Authorize Superintendent to Award Bids for Wood Chips:** Daniel Keeney moved to award the bid to supply fuel for the wood chip boilers at WCUUSD for the Fiscal Year 2023-24 to Cousineau Forest Products for \$72/ton. Seconded by Chris McVeigh, this motion carried unanimously.
- 6. Policy Committee**
- 6.1. First Reading and Adoption for Policies: F3 Fire and Emergency Preparedness; F4 Access Control and Visitor Management:** Chris McVeigh shared that these policies are provided by VSBA as per legislature. **Lindy Johnson moved to adopt policies F3 and F4. Seconded by Natasha Eckart** Discussion: Kari Bradley asked about the verbiage that all of the community is responsible - what is meant by all of the community?

Chris McVeigh responded that this means that school staff as well as members of the community accept responsibility for safety, in the spirit of “see something, say something.” **This motion carried unanimously.**

- 6.2. Second Reading and Adoption for Policy: C29 District Equity Policy: Lindy Johnson moved to adopt Policy C29: District Equity. Seconded by Maggie Weiss.** Discussion: Kari Bradley asked whether it is wise to include language around the Humanities and Justice Coalition, since this might not be a long term entity. Superintendent Roy reminded the board that the language within the policy indicates that it is meant to be iterative and reviewed and updated on a regular basis. **This motion carried unanimously.**

7. Board Operations

- 7.1. Berlin Nature Trails:** Superintendent Roy shared that the draft letter in the board packet had been vetted by legal counsel, to indicate the board’s support for the concept of walking trails. The walking trail would cross the land that is property of the school district. The town of Berlin had approached Superintendent Roy to ask for this letter of support. **Jonas Eno-Van Fleet moved to authorize the board chair to sign the draft letter as presented, with one edit: “Berlin School is...” Seconded by Ursula Stanley, this motion carried unanimously.**
- 7.2. IDEA-B Local Education Agency Plan (LEAP) Assurances:** This document had been provided in the board packet. Superintendent Roy indicated that this is a yearly authorization that the board takes. **Jonas Eno-Van Fleet moved to authorize the board chair to sign IDEA-B Local Education Agency Plan (LEAP) Assurances. Seconded by Chris McVeigh, this motion carried unanimously.**

8. Consent Agenda

- 8.1. Approve Minutes of 5.24.23: Jonas Eno-Van Fleet moved to approve the minutes of May 24, 2023. Seconded by Daniel Keeney, this motion carried unanimously.**
- 8.2. Approve Board Orders: Ursula Stanley moved to approve the board orders: dated June 1 - 21, 2023, in the amount of \$525,723.15, and dated May 18- May 31, 2023, in the amount of \$330,413.90. Seconded by Natasha Eckart, this motion carried unanimously.**

9. Personnel

- 9.1. Approve New Teachers, Resignations, Leave of Absence, and Changes in FTE: Lindy Johnson moved to approve the following: New Teacher Nominations (for 23-24 school year)**
- **Nathaniel Schwartz - Library/Technology Integrationist – Calais**
 - **Lydia Faesy – Nurse - Doty**
 - **Michelle Lynch – PT Pre-K Teacher - Rumney**
 - **Christina Pollard - Interventionist – Doty**
- Seconded by Ursula Stanley.** Discussion: Daniel Keeney stated that he would like to know all of the staff turnover. Superintendent Roy indicated that the staff changes are reported at

each board meeting. He asked, when a community member asks him as a board rep a specific question about staff turnover or staff changes, where can he go for immediate information? Superintendent Roy suggested first going to the school principal. **This motion carried unanimously. New Principal Nomination (For FY 23-24 School Year): Lindy Johnson moved to approve the hire of Celia Guggemos - Berlin Principal. Seconded by Joshua Sevits.** Discussion: Jonas Eno-Van Fleet asked whether there is a procedure in place for the hiring of building principals, and whether the procedure was followed in this case. Superintendent Roy indicated that the usual procedure was followed; there was a hiring consultant involved in the process, two nominees were provided to the Superintendent for the final selection. She described parts of the process including forums, interview questions, reference checks. Joshua Sevits asked whether it is clear to the staff that the final decision is made by the superintendent. Maggie Weiss asked how many staff members were on the interview committee? Superintendent Roy stated that there were three. **This motion carried; Maggie Weiss abstained from the vote.**

Retirement: Robin Gannon – Classroom Teacher – EMES Lindy Johnson moved to approve the retirement of Robin Gannon, with great appreciation. Seconded by Daniel Keeney. Discussion: Flor Diaz Smith shared that Robin Gannon had taught at EMES for over 40 years and her contribution especially to the science program is greatly appreciated. **This motion carried unanimously.** Resignations: **Lindy Johnson moved to accept the following resignations. Seconded by Ursula Stanley. This motion carried.** Chris McVeigh did not vote in favor of Deanna Murray's resignation.

Aaron Boynton – Principal – Berlin

Jeremy Avoli – Physical Education/Health Teacher – U-32

Mary Bove – English Teacher – U-32

Julie-Marie Bristol – Special Education Teacher – Berlin/Calais

Deanna Murray - Pre-K Teacher – Rumney

Sandra Wetzel – Special Education Teacher – Berlin

Shannon Miller - Classroom Teacher – Berlin

Jake Ploof – School Counselor – U-32

- 9.2. Update on Vacancies:** Superintendent Roy stated that we are moving through the hiring process, for example, as a result of some of the resignations from this evening. She stated that we are late in the hiring season at this point that we are moving candidates quickly through the process.

10. Future Agenda Items

10.1. WCUUSD Board Retreat, August 8th

10.2. 2023-2024 Board Calendar: The board will discuss this at the board retreat on August 8th.

11. Non-Discriminatory Mascots & Branding: Flor Diaz Smith read from the Equity Policy.

11.1. Traditions Protocol: Jen Miller-Arsenault shared an overview of the use of the Traditions Protocol. Flor Diaz Smith explained that the board will use the protocol for discussion, followed by public comments, and the board will take action (and discuss further as needed.) Flor Diaz Smith reviewed the protocol:

Ask yourself: “What is the identity of U-32? What is the purpose of this mascot and name?”

- Use this rubric for deeper reflection:
- Is the name or mascot free of bias?
- Does this mascot or name deepen relationships with and among all students?
- This name or mascot activity disrupts systems of oppression.
- This name or mascot activity centers multiple perspectives and avoids marginalizing or oppressing others.

What do students have to say about this? Consider the following:

- Which aspects of the existing name can ensure the prohibition of school branding that directly or indirectly references other characteristics, references or stereotypes the likeness, features, symbols, traditions, or other characteristics that are specific to this name or branding might we keep as we actualize our commitment to humanity and justice?
- Which aspects of this branding might we tweak or modify as we actualize our commitment to humanity and justice?
- Which aspects of this branding might we stop or abandon as we actualize our commitment to humanity and justice?

George Gross is interested in the research of polling the student body? Jonas Eno-Van Fleet stated that the polling of the student body seemed to indicate that there was not a strong opinion one way or the other about the mascot. It did not appear that anyone was offended. Jonas Eno-Van Fleet reviewed that when the board had discussed this previously, a straw poll had indicated that the board members felt that the name “Raiders” does reference the repression of or violence toward others.

11.2 Public Comment:

Julia DeRosia: when she heard a board member report that the name “Raiders” made her cringe, it made her feel sad. She shared her experience with her children and the camaraderie and pride in the school and the Raiders. She explained that the concept of Raiders represented freedom, not violence. She stated that there is a better use of funds than to go down this avenue.

Rob LeClair: was part of the group of students who selected the Raiders name. He had served on the school board; his children were graduates and athletes; he was also in the Vermont legislature when this topic was discussed. He is troubled that someone is taking a

term that had been revered over the years and making it something that is not. He indicated that he has asked students and they do not feel that they have been given a voice. He feels that this is not an inclusive process and that the board is rushing to decision. He asked the board, if you are set on this route, to please take more time to consider. The name has held inspiration and pride for thousands of people. He reminded the board that they are representatives of the community.

Jodi Parker: she asked the board to allow the public to go over the two-minute mark. If the rebranding happens, who is paying for it? With the current shortage of para educators, custodial and kitchen staff, and the teaching staff not yet having a settled contract, spending this money would be a slap in the face to them. She stated that her child is a U-32 Raider and her husband is an alumnus. She stated that her daughter couldn't wait to become a U-32 Raider. She stated that the boosters will be asked to start over with a new brand, and to put to waste thousands of dollars of merchandise. She spoke about the definition of the word "raid." She stated that a shield (which the knight holds) represents protection.

Carol Fielder: Never once did she think of the Raider as oppressive; it was seen as a symbol of strength and pride.

Dave Butsch: spoke about what "raid" means to him, and that mascots are meant to be good luck charms. He stated that repression indicates hurting someone or creating damage. He hopes that when the board makes its decision they will make clear to all of the community why they feel that Raider indicates repression.

Dave DeLarosia: The pride that his children and family have taken: "Raider Nation" - is so powerful. It is family. He spoke about seeing students with their classmates, with their fellow athletes; the students are not exclusive, they are inclusive. He spoke about the students coming together for pride week, for raising the Black Lives Matter flag. He made the analogy of an emergency room - what people feel are personal emergencies are not always emergent. He noted when your only tool is a hammer, then everything looks like a nail. He stated that the students do not feel that the Raider name is oppressive.

Kathryn Lagerstadt asked: what is the board taking action on tonight? What are we trying to answer tonight? What would the timeline look like, should the board decide to move forward?

Barbara Korecki: taught art at U-32 for 30 years. She stated that 25 years ago the visual arts department had brought up this issue. The visuals of Raider and knight could be enhanced, for example, rather than carrying a jousting stick (e.g. a musical instrument). She stated that these enhancements could make it more inclusive to everyone. The Raider is very important to U-32 and she would never want to change it, but U-32 is much more than a knight on a horse.

Jim Wild: U-32 Raiders have been in existence for over 50 years. He stated that this school is highly revered. He does not see how the school mascot of a Raider has any

impact on the school's positive culture and success. He is not in favor of changing the mascot.

Bonnie Pollard-Allen: Students love the Raider name; it represents family; it represents inclusivity. She stated that her children and their friends do not feel like they are being heard in the discussion. She asked that we spend our money more responsibly, for example, on increasing staff or increasing professional development opportunities for staff. She suggested changing the policy instead of changing the mascot. She feels this is a waste of time and resources. Flor Diaz Smith clarified: the board approved the policy. She noted that if the board decides to move forward, we would take an entire year and participate in a meaningful process (after strategic planning.) She noted that we have a schedule for how we replace uniforms, regardless; we do not have to consider spending all of the money at one time. Flor Diaz Smith read the sample verbiage for the board motion: "I move to determine that, after reviewing the Raider mascot and associated imagery, the Board finds that while the Raider has no history of discriminatory imagery, it is found to be in violation of Policy F2 because it "...directly or indirectly references or stereotypes the likeness, features, symbols, traditions, or other characteristics that are specific to....any person, group of persons, or organization associated with the repression of others. The Board will ask Administration to engage in a thoughtful process of re-naming ourselves with deep input from students. This will occur after the Strategic Planning Process." Flor Diaz Smith indicated that we are closing public comments and we will now move into board discussion and action. She asked board members to consider those who are not in the room and do not feel represented. She reminded those present that the policy began with the work of the legislature. We wouldn't change policy in order to change an outcome. She reiterated that we are not talking about money/ funding today when making this decision. Jonas Eno-Van Fleet stated that he has paid a lot of attention to the name change discussion at the national level. He noted that the same arguments about tradition and what the names mean, have been made in the past about names that needed to be changed (e.g. "Indians"). It is the community, the school, not necessarily the name. He stated that there is not a cadre of people who are angry and want to change the name. We adopted the model policy without changes. A complaint was brought to us from outside; we received the complaint and considered it. The second part of the policy gave the board pause: "...directly or indirectly references or stereotypes the likeness, features, symbols, traditions, or other characteristics that are specific to.... any person, group of persons, or organization associated with the repression of others." He stated that we have heard a great deal of feedback about what Raiders can mean. He stated that this is a hand that was given to the board; this is not something we want to be spending our time on. He stated that any name that references violence to humans is problematic. He provided examples of team names and mascots. He shared that the reading of the policy would implicate many of the names that are currently in existence. It is about whether we think that this policy precludes us from having a mascot that references human violence. He hopes there is a way to acknowledge that the name is in tension with the policy; he also noted that the

policy has language to indicate that the superintendent or designee shall review the policy language and see if we want to edit. He suggested that one of the actions that the board could take is to ask the superintendent to review the policy language in light of the issue around violence. Maggie Weiss indicated that it has been helpful to have the past two months to discuss this and receive emails and have robust conversations with students and community members, faculty, etc. She stated that she takes seriously that she represents the will of the community and not her own personal feelings. She echoed Jonas Eno-Van Fleet's suggestion around asking the superintendent to review the policy language. Daniel Keeney stated that he *does* believe that financial implications are a consideration. He also indicated that there could be a financial implication if legal recourse were taken, if the board is found in violation of the policy which was drafted by the legislature. He stated that he does not want to ignore the fact that there can be others who have a different response to the mascot name, Raider. He indicated that the legislation is broad and that it seems it could be challenged. He stated that he still believes we are in violation of the policy but he does not feel we should change the mascot. Joshua Sevits stated he believes the name Raiders is in violation of our policy; he believes it is worthwhile to change it. He has spoken to community members and alumni; he believes there are many who are willing to examine their own bias and trust that others are not simply trying to stir something up. He reminded those present that this came from a complaint from an outside entity. He would not like for this decision to be taken away from the board, if legal recourse were sought. He shared his responses to the rubric which was provided: the Traditions Protocol. He stated that if we were to vote on the motion today he would vote in favor of it. Lindy Johnson stated that she does not believe it violates the policy. We have a mascot that does not agree with the name - we have a knight but we are the Raiders. She stated that based on the history when the name was created, there was no bias. She thinks of the mascot through the lens of sports - the goal in sports is to win; she does not see this as oppressive. Chris McVeigh stated that the word "Raiders" is ambiguous. It depends on how you are looking at it, whether it violates the policy. He stated that he appreciates Barb Korecki's suggestions around enhancing the mascot. He stated that he does not think we should change the policy; he thinks that if we want to emphasize the positive aspect of the Raiders we could change the name, e.g. "Raiders of Justice and Humanity." The name Raider has a lot of cache and resonance with the people that we have heard from. He stated that in order to right what is wrong in history, it will cost us. He stated if it were a yes or no vote tonight, he would vote to maintain the name as it is. Kari Bradley stated that this topic doesn't have much to do with the core mission of the board; he is not pleased as a board to be spending time addressing it. He stated that his favorite part of the public comment tonight was hearing how much it does mean to people. He stated that we really haven't heard any evidence from students that anyone has been harmed by the symbol, and yet the policy is clear. Raiders and knights are associated with violence. He feels that it violates our policy and that it is problematic - if we don't address it at this time he believes

it will come up in the future. If we were to vote tonight he would vote in favor of changing the name (after strategic planning takes precedence.) Eric Andersen indicated that this is a hard decision to make; the policy is an interpretation of the law; taken to the extreme you could make the argument that almost any name has a connotation of violence. What did it mean when it was chosen to be mascot and name? Sometimes when things are foggy with the law you look at intent. The intent of creating Raiders was not to harm; the intent was positive. He reiterated that he appreciates Barbara's suggestion to take the imagery to the next level to create a more inclusive image. If we were to vote tonight he would not vote in favor of changing the name. Ursula Stanley stated that her opinion has not changed; she feels that this name violates our policy. She stated that if we are considering the good and the bad and the innuendoes of the word, she is considering the bad; we do not have the luxury to explain to everyone what was the intent. She spoke that the population of Native Americans in Vermont is very small; they do not have a voice in this discussion; she would like to amplify their voices. As leaders in our community it is our duty. We can set an example; we can have a flexible mindset. Our students are strong and proud. She stated that it is not the intent but the impact that matters. That is where harm can happen. She stated that she would vote that the name/ mascot is in violation of our policy. Natasha Eckart thanked the public for their attendance and engagement and the email input. She is a U-32 alumni. She stated that the pride that she takes from U-32 is from the community she had here; it is not because of the name. Whether or not her children are U-32 Raiders, they are U-32 alumni. She stated that when she looks up the definitions of "Raider," she believes it is in violation of the policy. She stated that as a member of the community, some of the input and responses that she received did not make her feel safe. She does not think we need the name Raider in order to be a proud and unified community. She stated that it doesn't make her feel safe to have her children in this space, given some of the responses that were received. She believes the name Raider is in violation of the policy. Mckalyn Leclerc stated that this has been a difficult and interesting discussion. She stated that she has changed her mind more than once during the ongoing conversation. She stated that when she reads the policy narrowly, we do appear to be in violation. She thinks it needs to be a narrow definition of Raider in order to apply to a narrow portion of the policy. She believes it has been a great process to engage in these conversations. She does not feel it is clear cut enough to make an argument that it violates the policy. However, she does not think it should be the end of the conversation; she likes the idea of broadening or enhancing the mascot to make it more inclusive. Flor Diaz Smith stated that we cannot change the policy. The legislature provided the precise language. She spoke about the need for a sense of belonging. She asked the board to consider, how can we be agents of change? Matt Allen asked, how many people who were polled are members of the athletic programs? He asked his middle school baseball players, what they felt it meant to be a Raider and they responded that they think it is stupid to change the name. Chris McVeigh moved to vote on whether the Raider name is in violation of our policy. This motion was

not seconded and therefore died. Ursula Stanley would like to have the motion be declarative: move that the school brand name violates the policy. **Ursula Stanley moved that, after reviewing the Raider mascot and associated imagery, our branding, the board finds that the branding violates policy F2. Seconded by Kari Bradley.** Discussion: Chris McVeigh clarified that this refers to both parts A and part B of the policy.

A vote was called.

Role call:

Jonas: N

Maggie: Y

Daniel: N

Joshua: Y

Lindy: N

Chris: N

Kari: Y

Ursula: Y

Natasha: Y

Mckalyn: N

Eric: N

Flor: Y

Tied vote; the motion does not carry.

Flor Diaz Smith noted that we will take up this question at the next board meeting (August 23rd) since we do not have the full board present tonight for this vote. Jonas Eno-Van Fleet asked, is it practice to revisit a vote? We have not had a full board present for years, but it is not practice to revisit. Flor Diaz Smith stated that the board can decide at a future meeting whether and when to revisit this. This may be a topic of discussion at the board retreat.

11.2 Public Comments

11.3 Action

- 12 Executive Session: Student Residency Exception Request: At 8:51 p.m., Jonas Eno-Van Fleet moved to go into Executive Session, to include Superintendent Roy, for a student residency exception request. Seconded by Chris McVeigh; motion carried unanimously. At 9:12 Ursula Stanley moved to exit Executive Session. Daniel Keeney second. Motion carried unanimously. Daniel Keeney moved to accept the administration's recommendation regarding the Student Residency Exception Requests. Natasha Eckart seconded. Motion carried unanimously.**
- 13 Executive Session: Negotiations: Jonas Eno-Van Fleet moved that as public discussion of negotiations would put the District in an adverse position, that the Board move into**

Executive Session at 9:13, for the purpose of discussing negotiation strategy, to include Superintendent Roy. Mckalyn Leclerc seconded; this motion carried unanimously. At 9:29 Jonas moved to leave Executive Session; seconded by Lindy Johnson; motion carried unanimously.

14. Board Reflection

15. Adjourn: The board adjourned by consensus at 9:30.

Respectfully submitted,
Lisa Grace, Board Recording Secretary

WCUUSD School Board

Superintendent Personnel Summary and Recommendations

(as of)

1. New Teacher Nominations 0(for 23-24 school year)

Kirby Wissman – Special Educator – Berlin

Herb Perez – MS Social Studies Teacher-U-32

Daniel Velez – Literacy Interventionist - Berlin

Katherine McCauley-Flippin – Educational Support - Berlin

Ruth Frisenda – School Counselor-Calais

Elizabeth Bevins – Instructional Interventionist/ Kindergarten - EMES

Samantha Mishkit – Science Teacher - U32

Elizabeth Semler – Work Based Learning Coordinator - U-32

Jennifer Pelletier – School Counselor - U-32

Karla Eberlein – Intensive Needs Special Educator -EMES

2. Retirement

3. Re-Hires

Maryellen Munday – School-Wide Student Support-Rumney

4. Resignations

Lindsay Wright - MS Social Studies Teacher –U-32

Michael Abadi – Special Education Teacher - U-32

Tess Knepp – Science Teacher - U-32

Shannon MacKinnon – Special Educator- EMES

5. Extended Leave of Absence Request:

6. Change in FTE:

7. Long-Term Substitutes (23-24 School Year)

8. Change in Position (23-24)

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

Name: Kirby Wissman

School: Berlin Elementary

Department/Area: SPED

Position: Special Educator

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

Type: ☐ Permanent ☐ Pro-Rated Non-Renewable/ Leave Replacement
☒ Temporary ☐ Long-Term Substitute
☐ Other:

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

[Name of employee replacing for leave of absence or resignation]: Sandra Wetzel

Educational Preparation:

College	Degree	Date Attained
<u>Mass College of Liberal Arts</u>	<u>BA</u>	<u>5/2017</u>
<u>Mass College of Liberal Arts</u>	<u>MA</u>	<u>8/2020</u>

Experience: North Adams School District, SPED Teacher, North Adams, MA 08/2017-present

Gabriel Adams Memorial, 5th/6th Social Studies Teacher, Florida, MA 11/2016-05/2017

Years of Related Experience: 6 yrs

Salary Schedule Placement:

Start Date:

MOO-m14 Step G

~~08/30/23~~ 8/25/23

Salary or Wage Rate:

Date of Board Appointment:

\$ 58,646 FY 23

FTE: 1.0

Days / Year: 185

Hours / Day: 7.5

Interviewed by: Celia Guggemos, Kerra Holden, Annalissa Kirby

This candidate is recommended for employment by: Meagan Roy, Superintendent

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL

*interview 8/14/23 1pm
Virtual*

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

Name: Herb Perez

School: U-32

Employer: WCUUSD

Position: MS Social Studies Teacher

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

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

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

[If leave of absence or resignation, name of terminated employee: Lindsay Wright

Educational Preparation:

College/Technical	Degree/Certificate	Date Attained
<u>University of Vermont, Burlington, VT</u>	<u>M.S.Ed. Curriculum & Instruction</u>	<u>Feb 1997</u>
<u>University of Vermont, Burlington, VT</u>	<u>Cert. of Advanced Study of Ed</u>	<u>May 1993</u>
<u>University of Vermont, Burlington, VT</u>	<u>B.A. History/Political Science</u>	<u>May 1992</u>

Experience: July 2021-June 2022 - Assistant Principal, JJ Flynn Elementary School, Burlington, VT; Aug 198-June 2021 - Assistant Principal/Teacher, Burlington High School, Burlington, VT; August 1993-June 1998 - Social Studies Teacher, South Royalton School, South Royalton, VT

Years of Related Experience: 30 Years

Salary Schedule Placement:

Start Date:

M30+ Step O

August 2023

Salary or Wage Rate:

Date of Board Appointment:

\$ per negotiated agreement

FTE: 1.0

Days / Year: 190 185

Hours / Day: n/a

Contract Comments: _____

Interviewed by: Steven Dellinger-Pate, Jes Wills, Amy Molina, JB Hilferty, Steve Sheeler, Brittany Perry

This candidate is recommended for employment by: Meagan Roy

Cc (check as appropriate):

☒ PERSONNEL

☒ PAYROLL

☐ SPED

☒ UNION

☒ BUILDING PRINCIPAL

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

Name: Daniel Velez

School: Berlin Elementary

Department/Area: Literacy

Position: Literacy Interventionist

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

Type: ☒ Permanent ☐ Pro-Rated Non-Renewable/ Leave Replacement
☐ Temporary ☐ Long-Term Substitute
☐ Other:

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

[Name of employee replacing for leave of absence or resignation]: _____

Educational Preparation:

College	Degree	Date Attained
University of New Haven	MA Education	1/2016
<u>Sarah Lawrence College</u>	<u>BA Liberal Arts</u>	<u>05/2011</u>

Experience: Roxbury Village School, Classroom Teacher 08/2021 - Present ***** Mill River Unified

School District, Grade 4 Teacher 01/2020-6/2021*****Teaneck Public Schools, Teaneck NJ

Grade 4 Teacher 08/2018-12/2019 *****KIPP Bold Academy, Newark NJ, Co-teacher 6th Grade 09/2016-06/2018

Years of Related Experience: 6 yrs

Salary Schedule Placement:

Start Date:

Max-mid Step 6

07/01/2023

Salary or Wage Rate (F423)

Date of Board Appointment:

\$ 58,646

FTE: 1.0

Days / Year: _____

Hours / Day: 7.5

Interviewed by: Aaron Boynton, Tyler Smith, Ashlyn Smith, Shannon Miller, Megan Mitchell

This candidate is recommended for employment by: Meagan Roy, Superintendent

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL

61233

Washington Central Unified Union School District Employee Nomination Form

Name: Katherine McCauley-Flippin

School: Berlin Elementary Department/Area: Classroom Teacher

Position: Educational Support

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

Type: ☒ Permanent ☐ Pro-Rated Non-Renewable/ Leave Replacement

☒ Temporary ☐ Long-Term Substitute

☐ Other: after 7/1/23

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

[Name of employee replacing for leave of absence or resignation]: Shannon Miller

Educational Preparation:

College	Degree	Date Attained
St. Michaels College, Colchester, VT	MA	5/2015
Cornell College, Mt. Vernon Iowa	Environmental Studies/Studio Arts	08-2004

Experience: Montpelier/Roxbury School, Building Substitute 8/22 - Present

Mountain Valley Self Storage, Owner -Manager 10/14-05/22

Kelly Services - Substitute Teacher, Burlington VT 10/10 - 09-14

Years of Related Experience: 3 yrs

Salary Schedule Placement: M00-m14 Step D Start Date: 08/25/23

Salary or Wage Rate: \$ 53,999 (FY 23) Date of Board Appointment: _____

FTE: 1.0 Days / Year: _____ Hours / Day: 7

Interviewed by: Celia Guggemos

This candidate is recommended for employment by: Meagan Roy, Superintendent

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL

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

Name: Ruth Frisenda

School: Calais Elementary Department/Area: _____

Position: School Counselor

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

Type: ☐ Permanent ☐ Pro-Rated Non-Renewable/ Leave Replacement
☐ Temporary ☐ Long-Term Substitute
☒ Other: One Year, non-renewable contract

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

[Name of employee replacing for leave of absence or resignation]: Pam Mallett

Educational Preparation:

College	Degree	Date Attained
<u>Concordia University</u>	<u>Masters of Educ.</u>	<u>May 2014</u>
<u>Empire State College</u>	<u>Bachelors of Arts</u>	<u>June 2009</u>

Experience: Responsive Education Solutions 5-8th Soc. Studies teacher (Aug. 2017-May 2022);
Lamoille County Mental Health, case manager, (current); Round Rock Student Teacher (Jan 2014-
May 2014); Round Rock ISD, Special Education Assistant III (Aug 2012-Jan 2014); Astor Services for
Children and Families, Special Education Asst. Parent Infant Educator (Sept. 2007-June 2011)

☐ License ☒ 3-64 Provisional ☐ Emergency

Years of Related Experience: 8 ½ - 9

Salary Schedule Placement:

Start Date:

M00-M14 Step J August 2023

Salary or Wage Rate:

Date of Board Appointment:

\$63,693.00 (FY23 grid)

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

Interviewed by: Cat Fair

This candidate is recommended for employment by: Meagan Roy, Superintendent

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL

Provisional Started 7/13/23

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

Name: Liz Bevins

School: East Montpelier Elementary

Department/Area: Classroom Instruction

Position: Instructional Interventionist and Kindergarten

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

Type: ☒ Permanent ☐ Pro-Rated Non-Renewable/ Leave Replacement
☐ Temporary ☐ Long-Term Substitute
☐ Other:

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

[Name of employee replacing for leave of absence or resignation]: Robin Gannon

Educational Preparation:

College

Saint Michael's College

Degree

Graduate Coursework

Date Attained

2016-2017

Johnson State College

Bachelor of Education

1997-2001

Experience: Classroom teacher since 2016. Tutor 2014-2015. Interventionist 2002-2008.

Years of Related Experience: 7 years classroom teaching experience

Salary Schedule Placement:

B00-B14 Step H

Start Date:

August, 2023

Salary or Wage Rate:

\$ 50,932

Date of Board Appointment:

FTE: 1.0

Days / Year: _____

Hours / Day: 7.5/day

Interviewed by: Alicia Lyford, Beth Parker, Carrie Fitz, Christine Christiano, Michael Sherwin, Arlyn Bruccoli, Jillian Zeilenga

This candidate is recommended for employment by: Meagan Roy, Superintendent

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL

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

Name: Samantha Mishkit

School: U-32

Employer: WCUUSD

Position: Science Teacher

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

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

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

[If leave of absence or resignation, name of terminated employee: Tess Knepp

Educational Preparation:

College/Technical

Degree/Certificate

Date Attained

Colorado State University, Fort Collins CO M.S.Ed. Natural Science Education Dec 2020

University of Vermont, Burlington VT B.S. Secondary Education/Biology May 2012

Experience: Aug 2017-present - Science Department Chair/Leadership Team Member, Barre Unified Union School District, Barre VT; Aug 2012-present - Science Teacher, Barre Unified Union School District, Barre VT; Aug 2019-present - PAS Team Coordinator, Barre Unified Union School District, Barre VT; Aug 2015-Jun 2018 - New Mentor Teacher, Barre Unified Union School District, Barre VT; Aug 2014-Jun 2018 - EST Case Manager, Barre Unified Union School District, Barre VT;

Years of Related Experience: 11 Years ✓

Salary Schedule Placement:

Start Date:

M00-M14 Step L (FY23)

August 2023

Salary or Wage Rate:

Date of Board Appointment:

\$67,296.00 (FY23)

May 3, 2023

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

Contract Comments: _____

Interviewed by: Steven Dellinger-Pate, Amy Molina, Daisy Scarzello, Aanika DeVries, Annie Ledue, Tess Knepp, Chris Williams, Lizzy Marks

This candidate is recommended for employment by: Meagan Roy

Cc (check as appropriate):

☒ PERSONNEL

☒ PAYROLL

☐ SPED

☒ UNION

☒ BUILDING PRINCIPAL

Washington Central Unified Union School District
Employee Nomination Form

61234

Name: Elizabeth B "Liza" Semler

School: U-32

Employer: WCUUSD

Position: Work-Based Learning Coordinator

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

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

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

[If leave of absence or resignation, name of terminated employee: Kim McKellar

Educational Preparation:

Professional

College/Technical

Degree/Certificate

Date Attained

Edith Cowan University, Joondalup, Australia M.A. Professional Communications Dec 2012

Wheaton College, Norton, MA B.A. Anthropology/Psychology June 2005

Experience: Jun 2005-present - Photographer-PT, Self-Employed, Multiple Countries, Australia, Vermont; Jun 2004-present - Educator, Self-Employed-PT, South Africa, Australia, New Hampshire, Vermont; Jan 2015-Jun 2019 - Photography Instructor-PT, Burlington City Arts, Burlington VT; Jan 2011-May 2014 - Front of House Manager, Perth Institute of Contemporary Arts, Perth, Western Australia; Jan 2007-Aug 2008 - Site Manager, Friends Forever International, Durham NH; Sep 2007-Jun 2008 - ESL Teacher, JET Program, Nakatsu Japan; Nov 2000-Jun 2005 - Career Advisor-PT, Filene Center for Work and Living, Wheaton College, Norton MA

Years of Related Experience: 11 Years

Salary Schedule Placement:

Start Date:

n/a Step n/a

August 25, 2023

Salary or Wage Rate:

Date of Board Appointment:

\$53,840.00 (FY23 prorated from \$67,300.00)

FTE: 0.8 Days / Year: 185 Hours / Day: n/a

Contract Comments: To be adjusted based on FY24 % increase

Interviewed by: Jessica Wills, George Cook, Karen Liebermann

This candidate is recommended for employment by: Meagan Roy

Cc (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☒ BUILDING PRINCIPAL

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

Name: Jennifer Pelletier

School: U-32

Employer: WCUUSD

Position: School Counselor

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

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

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

[If leave of absence or resignation, name of terminated employee: Jake Plouf

Educational Preparation:

College/Technical	Degree/Certificate	Date Attained
<u>Johnson State College, Johnson VT</u>	<u>M.A. Counseling/Clinical Mental Health</u>	<u>May 2012</u>
<u>Johnson State College, Johnson VT</u>	<u>B.A. Psychology</u>	<u>May 2007</u>
<u>Community College of Vermont</u>	<u>Assoc. Business & Marketing</u>	<u>2003-2005</u>
<u>Manhattanville College</u>	<u>Coursework</u>	<u>2002-2003</u>

Experience: Nov 2016-present - Counselor/Addiction Medicine Program Coordinator, Gifford Health Care, Randolph VT; Nov 2013-Nov 2016 - Medication Assisted Treatment (MAT) Team, Lead Clinical Care Coordinator, Central Vermont Medical Center, Berlin VT; May 2012-Nov 2013 - Medication Assisted Treatment Counselor & Outpatient Clinician/Court Screener, Central Vermont Substance Abuse Services, Berlin VT; Jul 2005-May 2012 - Web & Communications Manager & Executive Assistant, Vermont Arts Council, Montpelier, VT; Sep 2000-Jul 2005 - On-Air Personality, Traffic Manager & Office Assistant, VOX Radio Group/Nassau Broadcasting; Jul 1998-Sep 2000 - Medical Secretary II, Associates in Family Health. VT Licensed Clinical Mental Health Counselor exp 2025; VT Licensed Drug & Alcohol Counselor exp 2025; IATP Certified Clinical Trauma Professional exp 2024.

Years of Related Experience: 11 Years

Salary Schedule Placement:

Start Date:

M00 Step L (FY23)

August 25, 2023

Salary or Wage Rate:

Date of Board Appointment:

\$67,296.00 (FY23)

2023

FTE: 1.0 Days / Year: 185 Hours / Day: n/a

Contract Comments: 1-Year ESSER funded

Interviewed by: Steven Dellinger-Pate, Lisa LaPlante, Nate Lovitz, Cairsten Keese

This candidate is recommended for employment by: Meagan Roy

Cc (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☒ UNION ☒ BUILDING PRINCIPAL

Transitional 3-64
Started 7/13/23

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

Name: Karla Eberlein

School: East Montpelier Elementary *Spag Ed* Department/Area: Special Education

Position: Intensive Needs Special Educator

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

Type: ☒ Permanent ☐ Pro-Rated Non-Renewable/ Leave Replacement
☐ Temporary ☐ Long-Term Substitute
☐ Other:

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

[Name of employee replacing for leave of absence or resignation]: _____

Educational Preparation:

College	Degree	Date Attained
University of Washington	Masters in Special Education	2006
<u>Keene State University</u>	<u>Early Childhood, psych</u>	<u>1999</u>

Experience: _____

Special educator since 2012. Intensive Needs special educator since 2016.

Years of Related Experience: 11 years special educator experience

Salary Schedule Placement: MOO-M14 *+4 15 yrs*

Start Date:

August, 2023

Salary or Wage Rate:

Date of Board Appointment:

\$73,088 (FY 23)

FTE: 1.0

Days / Year: 185

Hours / Day: 7.5/day

Interviewed by: Alicia Lyford, Shannon MacKinnon, Jillian Zeilenga

This candidate is recommended for employment by: Jennifer Miller-Arsenault, Interim Superintendent

cc: (check as appropriate):

☐ PERSONNEL ☐ PAYROLL ☐ SPED ☐ UNION ☐ BUILDING PRINCIPAL

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

Name: Maryellen Munday

School: Rumney Memorial School Employer (if different): _____

Position: Schoolwide Student Support Specialist

Department/Area: Schoolwide

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

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

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

[If leave of absence or resignation, name of terminated employee: Chris Malone

Educational Preparation:

College	Degree	Date Attained
<u>Johnson State College</u>	<u>Education</u>	<u>2006</u>

Experience: Maryellen has worked as the student support specialist at Rumney this school year. Prior to that, she served as a paraeducator for 5 years, she was a long-term substitute in a classroom for 1 year, and was a 4th grade teacher for 3 years (2018-2021).

Years of Related Experience: (TBD by superintendent based on resume)

Salary Schedule Placement:

Start Date: August 2023

✓ B10+ Step N

Salary or Wage Rate:

Date of Board Appointment:

\$ FY23

FTE: 1.0 Days / Year: 185 Hours / Day: 7.5

Interviewed by: Karoline May

This candidate is recommended for employment by: Meagan Roy, Superintendent

cc: (check as appropriate):

☒ PERSONNEL ☒ PAYROLL ☐ SPED ☐ UNION ☒ BUILDING PRINCIPAL