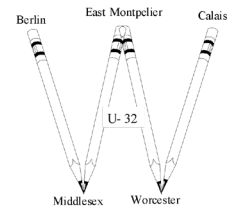


# Washington Central Unified Union School District

*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  
East Montpelier Elementary School  
665 Vincent Flats Rd.  
East Montpelier, VT  
12.6.23 6:15-8:15 PM**

**Virtual Meeting Information**

**<https://tinyurl.com/24w98mhs>**

**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. Local Presentation: Social Emotional Learning (SEL) 15 minutes
4. Reports
  - 4.1. Strategic Planning Status Update
  - 4.2. Configuration Study Report – pg. 3
  - 4.3. Approve Scope and Budget for U-32 Baseball Field – pg. 5
5. Board Operations (Discussion/Action) 10 minutes
  - 5.1. Communication & Engagement Planning
6. Future Agenda Items 5 minutes
  - 6.1. 2023-2024 Board Work Plan
7. Board Reflection 5 minutes
8. Adjourn

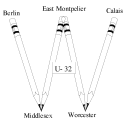
NOTE: To ensure the board has time to conduct its business, the board will adhere to a strict 1.5 minute public comment time limit per person. Microphones will be muted when time is up. If there is not enough time on the agenda for all members of the public wishing to comment at the beginning of the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



**To:** WCUUSD Board  
**From:** Meagan Roy, Superintendent  
Flor Diaz Smith, Chair  
**Date:** December 6, 2023  
**Re:** Configuration Brainstorm Protocol

---

Earlier this year, the WCUUSD Board asked the Finance Committee to study various configuration options for WCUUSD schools. The committee was charged with reviewing relevant data, brainstorming possible options and then presenting some options to the full Board in December. During the second half of the school year (January - May), the Board would engage the public to gather feedback on possible configuration options.

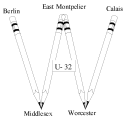
At the November 15th meeting, the committee engaged in a brainstorming protocol to generate ideas about how our schools could be structured to maximize student opportunity in our enrollment realities. At the end of that brainstorming session, the committee decided it would be a useful exercise to use the December 6th full board meeting to engage in the protocol so that all Board members can participate.

### Process

Please take a moment to read or reread the data originally shared at the October finance committee meeting (included in the packet). This is to ground the exercise in information about our current enrollment realities as well as other data. Flor and Kari will take a moment to frame the conversation, and then the Board will go through the brainstorming activity in a modified fishbowl so that those present at the meeting can observe. Finance committee members will participate, but will likely let non-members speak first since they have already had an opportunity to brainstorm. Once the protocol is completed, there will be an opportunity for finance committee members to add any additional insight, and there will be an opportunity for public comment on the process. Then, the Board will discuss next steps.

### **Outcomes:**

1. Engage the full board in brainstorming configuration options for further consideration
2. Discuss next steps for the Board and/or finance committee



**Washington Central Unified Union School District**  
*Configuration Study: Brainstorm Protocol*

Time	What	How
10 minutes	Opening moves: Framing the work	Flor Why a Fishbowl? <ul style="list-style-type: none"> <li>Engage the broader Board</li> <li>Seeking sustainability</li> <li>Creative problem solving</li> </ul>
30 minutes	Brainstorm	Jeanie: Question: Given our focus on robust student programming, sustainability, and keeping the broader community in mind, how might we creatively imagine configurations for the future?  Process: <ol style="list-style-type: none"> <li>Brainstorm ideas for possible configurations on post-it notes</li> <li>Work together to organize these ideas</li> <li>Dot vote: which of these seem worth exploring further</li> <li>Discuss: what further information would the Board need about these configurations? What would the public need?</li> </ol>
10 minutes	Finance Committee Thoughts	Flor & Kari:
10 minutes	Public Comment	

## Washington Central Unified Union School District

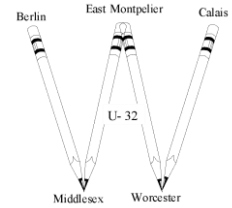
---

*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



**TO: WCUUSD Finance Committee & School Board**  
**FROM: Susanne Gann, WCUUSD Business Administrator**  
**Chris O'Brien, Director of Facilities**  
**RE: Review and Approve Scope and Budget for U-32 Baseball Field Refurb**  
**DATE: December 1, 2023**

---

**Summary:** At the June 21, 2023 meeting, the School Board authorized the development of the scope and budget for capital projects, including the refurbishment of the U-32 Baseball Field. The estimate for this project, developed in 2019, was \$150,000, plus a 5% inflationary factor of \$7,500. Engineering Services of Vermont was engaged to provide the preliminary scope and an updated budget. The updated estimate received, including soft costs and contingency is \$151,000. This is within the current amount reserved in the Capital Improvement Fund Balance through FY 2024-25.

**Recommended Board Action:** The Board authorize the final budget allocation of \$151,000 from the capital reserve funds for the refurbishment of the U-32 Baseball Field to be completed in FY 2024-25 and approve the District moving forward with bid document development and bidding as necessary.