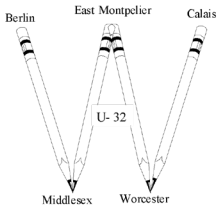
Washington Central Unified Union School District

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



WCUUSD
School Board Meeting
3.11.26
6:15-9:15 PM
(Virtual and In-Person)
U-32 Middle & High School
930 Gallison Hill Rd Montpelier, VT

Virtual Meeting Information
https://tinyurl.com/mub99umy
Meeting ID: 824 6257 3866
Password: 690536
Dial by Your Location: 1-929-205-6099

1. **Call to Order (Superintendent)**
2. **Board Operations (Action/Discussion) See informational memo attached** 30 minutes
   - **2.1. Board Reorganization –** pg. 4
   - **2.2. Election of Officers –** pg. 4
     - 1.1.1. Board Chair
     - 1.1.2. Vice Chair
     - 1.1.3. Clerk
   - **2.3. Committee Appointments –** pg. 5
     - 2.3.1. Steering Committee
     - 2.3.2. Policy Committee
     - 2.3.3. Education Committee
     - 2.3.4. Finance Committee
     - 2.3.5. Transportation Committee
   - **2.4. Appoint Career Center Representative –** pg. 5
3. **Set School Board Meeting Schedule (Action/Discussion) –** pg. 5 — 15 Minutes
4. **Operational Decisions(Action/Discussion) –** pg. 5 — 15 Minutes
   - 4.1. Truancy Officers
   - 4.2. Use of Roberts Rules
   - 4.3. Identify Communication Practices
5. **Reminders for the Board(Discussion) -** pg. 6 — 15 Minutes
6. **Public Comments - Time limit strictly enforced, see note** — 30 minutes
7. **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 9.17.25

- **Public input** –Notify the community about public forums and opportunities for public comment at board meetings, and the ability to always submit written input.
- **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. If a board member feels a concern raised in public comment warrants further board discussion, they may request that the steering committee discuss and decide how the issue should be added to a future agenda.
- **Community dialogue** – The board will 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.
- **Inclusive time for thoughtful decisions** - 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.
- **Prepare for meetings and Receive materials in**
- **advance**-Board members come prepared, having reviewed the agenda and materials in advance
- **Announcements in reports** – Announcements from the administration will appear in the reports and not as discussion items.
- **Respect each other** – Listen, allow others to be heard, share concerns, assume positive intentions, be present, focus on shared solutions and celebrate successes.
- **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. Board members will address the topics up for debate and not the person.
- **Governance Reflection** - At the end of each board meeting, reflect on whether the board adhered to agreed protocols, processes, and policies.
- **Reflection** –At the end of each board meeting, board members will be allowed time to share their general reflections on the meeting.

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 work plan 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

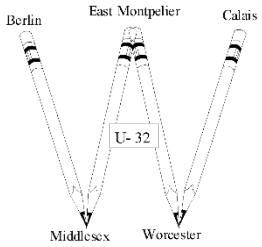
Discussion Items		Board with input from administration	Items on the agenda specifically for discussion of the Board. Chair can seek input from audience during discussions. Generally not intended for action (although nothing prevents the Board from taking an action)
Action Items	Personnel approvals	Board	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

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Steven Dellinger-Pate
Superintendent



TO: WCUUSD School Board
FROM: Flor Diaz Smith, Chair
DATE: March 6, 2026
RE: Board Reorganization /Operational and General Information

Dear Board Members,

It has been a true honor to serve as Chair of the Board. Thank you for your partnership, dedication, and thoughtful leadership over the past few years. I am grateful for the opportunity and look forward to continuing to serve alongside you as a board member and to support the important work of the board in the years ahead.

As my final official memo to you as Board Chair, I wanted to share a helpful resource as we prepare for our upcoming reorganization and the election of our next chair at our next meeting. I hope this will provide useful guidance as we consider who will step into this important leadership role.

Below you will also find the memo I have been sharing with you over the past few years, along with some updated information and resources that may be helpful as we reorganize.

Thank you again for the opportunity to serve as your Chair. I look forward to continuing our work together and to seeing you all on Wednesday, March 11. At the meeting we will welcome our new board members and express our appreciation to our communities for supporting our budget and to our leadership team for all their hard work.

Important: Newly elected and re-elected school board members need to visit a notary (the town clerk, a bank or anyone that is a notary) to take the oath of office. If you have questions about taking the oath, you can call Sashly Felix, Executive Assistant to the Superintendent at 802-229-0553 x 1302 or email her at sfelix@u32.org.

Committees

Committees help the Board do its work by allowing a smaller subset of the Board to have the deepest understanding of specific tasks/responsibilities. Committees are determined and charged by the full Board and the Chair appoints committee membership. The Board will confirm committee assignments at this meeting. Here are our existing committees:

Steering Committee: (5 Members/ Chair, Vice Chair, Clerk +2 of towns not represented by the 3 officers)

- Current meeting schedule: Second Wednesday of each month, 9:00-10:00 am (virtual)

Policy Committee: (3 Members)

- Current meeting schedule: First Wednesday of each month, 4:45-6:45pm (virtual)

Negotiations Committee: (3 Members)

- Meetings scheduled as needed.

Education Quality Committee: (3 Members)

- Current meeting schedule: First Wednesday of each month, 5:00-6:00 in person

Finance Committee: (3 Members)

- Current meeting schedule: Second Tuesday of each month, 8:30-9:30 am (virtual)

Transportation Committee: (3 Members)

- This committee convenes only as needed and does not meet on a regular schedule

Appoint Board representative to the Central Vermont Career Center

Establish regular board meeting schedule

The Board will confirm and adopt its regular Board meeting schedule

- Current Regular board meeting schedule:
    - 1st and 3rd Wednesday of each month. The location of the first meeting of each month rotates between our schools and the second meeting of each month is held at U-32
    - All meetings have a virtual option
    - 26-27 Holidays/Holy Days to consider:
        - September 7 (Labor day),
        - September 11-13 (Rosh Hashanah),
        - September 12 (Indigenous day)
        - September 20-21 (Yom Kippur),
        - September 25-27 (Sukkot),
        - October 2-4 (Schmini/Atzeret/Simchat Torah),
        - November 8 (Diwali),
        - November 11 (Veteran's Day),
        - November 26 (Thanksgiving),
        - December 4-12, 25, Jan 1 (Chanukah) (Christmas) (New Year's),
        - January 18 (Martin Luther King Day),
        - February 6 (Vietnamese New Year),
        - February 10, (Ash Wednesday),
        - February 15 (President Day),
        - March 22 (Holi),
        - April 21-29 (Passover),
        - May 31 (Memorial Day),
        - June 19 (Juneteenth).

Truancy Officers

Truancy officers assist the district in implementing Vermont's attendance laws. The Board confirms these roles each year.

Appoint truant officer for each school:

- **Truancy Definition**: Absent from school without permission
- **Truancy Officers**:
  Berlin: Celia Guggemos,
  Calais: Jarrod Weiss
  Worcester: Gillian Fuqua;
  Middlesex: Karoline May;
  East Montpelier: Alicia Lyford
  U-32: JB Hilferty

Agree to use Robert Rules

The Board is required to adopt rules of order for their operation. The default is Roberts Rules unless the Board decides to use other rules of order.

Review Board Norms

- Updated in 2025

Identify communications practices

- The Chair is spokesperson for the full Board and Superintendent is the spokesperson for the District
- Best practice is to copy Superintendent and chair on email communications

Schedule annual board work session (retreat)

- August 5th or 6th we will send a calendar invite after our Board meeting.

Designate locations for posting meeting agenda

- Locations for posting agendas: Each School, WCUUSD website, Town
- Posting of Minutes: WCUUSD Website

Designate newspaper of record: Times Argus

Appoint board-voting delegate for statewide health insurance:

Each SU/SD has the ability to cast one vote to ratify the agreement reached by the statewide healthcare bargaining commission. Please be sure to appoint one voting delegate for statewide health insurance. The ratification process requires the District to notify the VSBA of the name, telephone number and e-mail address of its voting delegate by April 1

.

Code of Ethics for School Board Members: See document here

Open Meeting Law: Here is a link to a webinar about Open Meeting Law, or a PDF on recent updates.

Individual Board development: Discuss board development opportunities and schedule Board Retreat

- **Board Development:** Please visit the VSBA website and use the New Board Member Toolkit or the Essential Work. Register for the New Board webinar on March 5 from Noon-1PM. Register here. Register for the May 7 and May 12 virtual trainings from 6-7:30 pm. Register here. The essential work of Vermont School Boards updated manual will be provided to new and returning School Board Members. WCUUSD Board Member manual Link will be available soon. A New Board Member checklist can be found here.

WCUUSD Board Orientation & Handbook: We will be scheduling a Board Orientation Session for new board members (attendance is also welcome by veteran members). At that training, we will be sharing a revised Board Orientation Handbook with a number of resources.

Discuss local and statewide education advocacy responsibilities: Please create an account using your school email and your own password in the Vermont School Board Association Website https://www.vtvsba.org/

Stay informed by reading your VSBA email or visiting the website for the latest legislative updates.

Board Chair Selection Considerations

- The board chair is a district leadership position.
- Who is best qualified to take on that role in terms of knowledge, experience, integrity and leadership qualities?
- Is it best to elect the newest member as chair of the board?
- Who is the best builder of culture?
- (Desire) Wanting the position doesn't qualify a person for leadership.

- The board chair is a political position.
- Who has the best people skills/soft skills?
- Who is willing, has the time, and the savvy to get involved with political advocacy for the district?
- Who is trusted to promote the district while representing all district populations?