# Windsor Central Unified Union School District

*Monthly Meeting of the Board*



# MONDAY

# February 7, 2022, at 6:30 p.m.
# via
# ZOOM video-conferencing

([HOW to join a Zoom meeting](#))
You must install the necessary software **PRIOR** to joining a meeting.

Join Zoom Meeting
[https://wcsu-net.zoom.us/j/88599430652?pwd=VFV2ZFV4Yk5FbVVzQzFWdHlsNkgrdz09](https://wcsu-net.zoom.us/j/88599430652?pwd=VFV2ZFV4Yk5FbVVzQzFWdHlsNkgrdz09)
Meeting ID: 885 9943 0652
Passcode: 431658

[Robert's Rules of Order](#)

# AGENDA

1. Call to order
2. Amendments to the Agenda
3. Public Comment
4. Reports
   a. Superintendent
   b. Directors
   c. Student
5. Time Scheduled Discussions:
   a. Recognize Departing Board Members
   b. Math Goals and Visioning
   c. Bus Routes and Stops
6. Committees:
   a. Policy Committee Update, if any
   b. Buildings & Grounds Committee Update, if any
   c. Finance Committee Update, if any
   d. Negotiations, Hiring, & Retention Committee Update, if any
   e. Working Groups, if needed
7. Consent Agenda:
   a. Approve Minutes
8. Public Comment
9. Executive Session - if needed
10. Reflection
    a. What did we do well?
    b. What could we do better?
11. Adjourn

| AGENDA ITEM #1 | Call to Order |
| --- | --- |

PURPOSE:
To begin the meeting, the Chair will determine if a quorum is present, then call the meeting to order.

WHO:
Chair: "I call this meeting to order at _____ p.m."

MOTION REQUIRED?
No

| AGENDA ITEM #2 | Amendments to the Agenda |
| --- | --- |

PURPOSE:
To add items to the agenda. **This is the only point in the meeting the agenda may be amended with additions (1 V.S.A. § 312(d)(3)(A).** A public body may table or otherwise postpone an item on their meeting agenda when necessary, as well as change the order, at any time during the meeting (1 V.S.A. § 312(d)(3)(B).

Amendments added cannot include items that statutorily require a warning to the general public, and should not include items that have a significant impact that ethically should be warned to the public. **Items should only be added to the agenda when necessary to deal with an unforeseen occurrence or condition requiring immediate action.**

WHO:
Chair

MOTION REQUIRED?
Yes, **after** the amendments are announced or after it is determined that there are no amendments.
- "Motion to adopt the agenda." Requires a second and a vote.

| AGENDA ITEM #3 | Public Comment ............. 10 minutes |
| --- | --- |

PURPOSE:
To hear input, concerns, etc. from the attending public.

WHO:
Chair

MOTION REQUIRED?
No

Board Rules:
- Public sign-in sheet (when in-person meetings are resumed). **Person stands and announces name; time limit of two (2) minutes per person.**
- Digital meetings: <u>Digitally raise your hand,</u> wait to be acknowledged by the Chair, clearly state your name for the minutes, time limit of two (2) minutes per person.

| AGENDA ITEM #4 | Superintendent, Directors, and Student Reports |
|---|---|

## From the Superintendent

January is set aside to recognize the efforts and contributions of our local School Board. While we are now into February, it is still important that we take time to share our appreciation for the work of our Board.  Few community members realize the impact of these 18 parents, concerned citizens and taxpayers.  Our WCSU Board has committed to maximizing the educational opportunities of our students in all six of our schools, offering a welcoming and engaging learning environment, and providing educators with the resources they need to do their job.  Specifically the Board:
- Advocated for and funded the reopening of the Prosper Valley School
- Led the work for a District Anti Racism Policy
- Presented a budget that met programmatic needs and supported growth across the District that was approved by our communities
- Formulated a plan to address the needs and challenges of our Middle and High school campus
- Negotiated a 3 year contract with our faculty prior to the start of a new school year
- Supported Covid mitigation strategies that have allowed our schools to remain open

I share my appreciation for this significant work and the support they have offered me as their Superintendent.

As has been true in previous reports, I will share an update on the presence and impact of Covid in our District.  The addition of the <u>WCSU Covid Data Dashboard</u> allows us to have a long range view of the numbers of students in our schools with Covid. While the trend has climbed since our return from winter break, we are beginning to see the numbers stabilize.  Our goal is to support the Test at Home plan recommended by the Agency of Education and we will work hard to have an adequate supply of home test kits so that families can partner with the schools to keep Covid out of our buildings.  Though our faculty and staff have been impacted by Covid, the school teams have worked hard to cover for each other so that schools have remained open.  We have only had a few classrooms that needed to close for a short time due to lack of coverage.

The Agency of Education finally opened the ARP ESSER application in the beginning of January. This grant requires two internal documents and a greater amount of detail than previous ESSER grants. The application was completed and submitted on January 23rd and we now await approval. With the submission of this grant, all costs associated with ESSER positions including additional nursing time and district positions, additional technology resources, after school and summer programming costs, and ELA professional development and curriculum are included. The grant will be amended in the future to include additional resources for building systems to increase air quality and other capital improvements.

Work is continuing to reduce the number of bus stops so that we provide equitable transportation access across the District and remain within our current transportation budget. Butler Bus took back our criteria for bus stop decisions and identified safe stops along routes that were more spread out. A presentation will follow with greater details for the Board.

The Central Office Team and Building leaders are continuing their work to improve teacher supervision and evaluation. The group is now identifying what we would like to hear from teachers and see from students in our classrooms that support the characteristics of our Portrait of a Graduate. Once that work is accomplished, the team will also look through the lens of our agreed upon evaluation framework as well as other guiding educational constructs. The intent is to have a shared vision for exemplary teaching and learning that will be a standard for all administrators and teachers.

I want to invite all Board members to our next district wide inservice on February 28th. We will have our second day of training with Dr. Luvelle Brown who will focus on *"inspiring and enhancing the capacity of school leaders and community members to foster equitable school environments and promote cultural responsiveness and inclusion to meet the needs of all learners."*

| | Barnard | Killington | Reading | TPVS | WES | WUHSMS | Totals | |
|---|---|---|---|---|---|---|---|---|
| **Monday, January 31, 2022** | | | | | | | | |
| **Pre K 3** | 7 | 12 | 4 | | 32 | | 55 | |
| **Pre K 4** | 8 | 13 | 8 | | 22 | | 51 | |
| K | 4 | 17 | 4 | | 32 | | 57 | |
| Grade 1 | 9 | 8 | 5 | | 46 | | 68 | |
| Grade 2 | 14 | 22 | 9 | | 45 | | 90 | |
| Grade 3 | 6 | 13 | 6 | | 33 | | 58 | |
| Grade 4 | 10 | 10 | 6 | | 40 | | 66 | |
| Grade 5 | 5 | 9 | | 46 | 2 | | 62 | |
| Grade 6 | 9 | 16 | | 45 | | | 70 | |
| Grade 7 | | | | | | 69 | 69 | |
| Grade 8 | | | | | | 81 | 81 | |
| Grade 9 | | | | | | 85 | 85 | |
| Grade 10 | | | | | | 84 | 84 | |
| Grade 11 | | | | | | 67 | 67 | |
| **Grade 12** | | | | | | 97 | 97 | |
| **Total Pre K** | 15 | 25 | 12 | | 54 | | 106 | |
| **Total K-12** | 57 | 95 | 30 | 91 | 198 | 483 | 954 | |
| **Total by School** | 72 | 120 | 42 | 91 | 252 | 483 | 1060 | **District Total** |
| **Percentage Change since Previous Month** | 0 | 3 (2.5%) | 1 (2.4%) | 2 (2.2%) | 3 (1.2%) | 2 (0.4%) | 11 (1.0%) | **District Change** |
| | | | | | | | 20 (1.9%) | **District Change from 1 year ago 2019-20** |

| | |
|---|---|
| Tuition Funding Source = "Operating School District" | 955 |
| Tuition Funding Source = "Other" (i.e., Exchange Students) | 1 |
| Tuition Funding Source = "Other VT School District" | 101 |
| Tuition Funding Source = "VT State Agency" | 2 |
| Tuition Funding Source= "Private" (PreK only) | 1 |
| Total | 1060 |

WCSU enrollment by town (as of 1-31-22):
https://docs.google.com/spreadsheets/d/1WpkRsHYN8RmalCzoMYGkS8IWHA9DJQQK
WbcGIBYC1R0/edit?usp=sharing

## From the Director of Technology and Innovation

Over the past month we've spent some time building the WCSU COVID Data Dashboard using Google Data Studio. The dashboard allows us to present data on the number of COVID cases over the past 7 days, 14 days, and for the entire school year. Additionally, the dashboard allows users to click on an individual school and see the data for that location. We will continue to work with the WCSU Nursing Team and Katie Burke to update this information on a daily basis.

The 50 wireless access points that we ordered in March of 2021 are scheduled to be delivered on February 2, 2022. This order will allow us to complete the wireless overhaul at the WUHSMS and TPVS in the coming weeks.

EC Fiber is scheduled to begin their installation of a fiber internet connection to the WUHSMS on February 2, 2022 as well. This new internet connection will give us redundant fiber connectivity at the WUHSMS, meaning that if VTel or EC Fiber were to experience a network outage we would still be able to provide internet service at the school.

Lastly, our Special Educators and Interventionists participated in a training on Learning Ally on January 19, 2022. In addition to our Special Educators and Interventionists, all of our K-12th grade teachers now have access to the over 80,000 audiobooks that Learning Ally provides.

## From the Director of Student Support Services
- ❖ Educational Support Team (EST) & Multi-Tier System of Supports (MTSS) highlights:
  - ➢ Provided a follow up EST/MTSS professional development/collaboration opportunity for elementary staff during after school collaboration time, which received overwhelming positive feedback.
  - ➢ Continued work and development around common practices and understanding of progress monitoring implementation
  - ➢ Equity & EST Coordinator and Data-driven Recovery Coordinator provided a day long opportunity at each school for teacher collaboration and planning
- ❖ Equity highlights:
  - ➢ Working with Dr. Katie Novak to address key findings from our Inclusionary Practices Self-Assessment Team Protocol with a primary driver and focus on developing common planning time (beyond grade level) for general education, special education, those who provide intervention and specialists
  - ➢ In collaboration with the Director of Curriculum, Instruction, and Assessment, the Director of Technology and Innovation, and the Superintendent, we are developing plans to address equity issues by

providing comprehensive literacy and math professional development next year for all teachers in targeted grades

➢ The HSMS QSA group is recognizing LGBTQ+ Black History Month with a display in their enclosed bulletin board; they posted a flyer that says, "Do You Need Support with Changing Your Name and/or Pronouns at School?"; they met with Sarah Cook to determine how to have students' preferred name displayed with attendance so teachers readily see this; and they attended the library-led presentation of *The Flight of the Puffin* and visited with author Ann Braden via Zoom.

➢ The Social Action Club members enjoyed a presentation on January 12 by UVM Professor and author Dr. Emily Bernard, who shared her experiences as a black woman in primarily white spaces as well as those of other writers of color. After the Zoom presentation for the whole high school, Social Action Club members had a private Zoom session with Dr. Bernard where they asked follow up questions and received advice from her regarding social justice work. This session, as well as what they hear at school, inspired them to create an advisory session that deals with the history and harm caused when white people use the N-word. They are working on that now and plan to send a representative to as many advisories as possible to help the teachers conduct this session sometime in the next month.

❖ Special Education highlights
   ➢ The Director of Student Support Services submitted the compliance activities required by the VT AOE for January 15th and is working on the next group of compliance activities due March 15
   ➢ Work has continued with the Southeast Region developing a Collaborative with the development of a new Board and the support of Nate Levenson in creating systems and programs that are needed.

## From the Director of Curriculum, Instruction & Assessment (CIA)

**Tuition Reimbursement for Teachers:** Windsor Central teachers have accessed over 240 credits this school year, demonstrating a real interest in continued professional growth despite the difficulties of this school year. Thank you to our school board and community for supporting this benefit.

**Literacy & Math Strategic Planning:** The district Literacy Equity and Coherence Team continues to meet monthly, and will engage educators in furthering their understanding of how to teach reading in three ways this spring: 1) Offering another round of *Literacy and Justice for All*, a course taught by Julie Brown, 2) Engaging all educators in learning about the most current research around reading through a Literacy Choice Board during faculty meetings, and 3) Planning systems for all early elementary educators to learn how to teach reading using a structured approach steeped in the science of reading during the 22-23 school year. The district Mathematics Strategic Planning Team will be presenting about their strategic work during tonight's board meeting.

<u>Winter Local Assessment Window</u>:  The end of January brought the end of our winter local assessment window.  Principals, teachers, and interventionists use the resulting data to adjust classroom instruction, intervention, and WIN time to best support student learning and growth.  To see the Windsor Central Assessment Calendar, [click here](#).

<u>Title Grant Status:</u>  This is the time of year for Title Federal Grant activity, including amendments to the FY22 grant, outreach to independent schools under Equitable Services for FY23, comprehensive needs assessment, data inventory, and a draft Title IA Parent and Family Engagement Policy that will head to the school board policy committee in the coming weeks.

## From the Director of Finance and Operations

Please see the December monthly financial reports in the [Monthly Budget Reports](#) folder. We are halfway through the year and as of December 31, 2021 we have spent about 41% of our budget. This spending is in line with previous years. When you look at the variance report in the shared folder you will see that the primary areas of overspending are our pre-K programs due to a greater than anticipated enrollment, food service program costs due to the costs of feeding student during a pandemic along with significant cost increases in food items, and our buildings and grounds department. The B & G overspending is all related to reopening costs for the Prosper Valley School, and the ongoing repair costs to keep the aging Middle/High school building open.

I am completing a RFP for transportation services for next year this week. This will be sent out shortly so that we will be able to review the bids and award the contract as soon as possible.

We will be wrapping up the field work for our annual audit this week. The final audit report should be available by the end of March.

[MBRNHP and WUHSMS Partnership Update- Fall Semester 2021](#)

| AGENDA ITEM #5 | Time Scheduled Discussions |
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| 5.a. | Recognize Departing Board Members |
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**PURPOSE:**
To acknowledge the efforts of board members who will not be returning at the expiration of their current term.

**WHO:**
Bryce Sammel, Chair

| 5.b. | Math Goals and Visioning |
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PRESENTATION

**WHO:**
Hector Kent
Shayna Kalnitsky

| 5.c. | Bus Routes and Stops |
|---|---|

**PURPOSE:**
To review what guides transportation decisions and the changes to the FY23 bus routes and stops.

WCSU Bus Routes 2022/2023

**WHO:**
Sherry Sousa, Superintendent

| AGENDA ITEM #6 | Committees |
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## PURPOSE:
To provide information and updates on the work of committees, and vote on any items presented that require board approval or action.

## WHO:
1. Policy Committee- Update
2. Jim Haff, Buildings & Grounds Committee- Update
3. Ben Ford, Finance Committee- Update
4. Adam Ameele, Negotiations, Hiring, and Retention Committee- Update
5. Working Groups as needed
    a. Configuration & Enrollment Growth Working Group
    b. HSMS Working Group

## MOTION REQUIRED?
If there is an item to be voted on.

| AGENDA ITEM #7 | Consent Agenda |
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## PURPOSE:
A consent agenda groups routine business into one agenda item to be approved with one action, rather than filing motions on each item separately.

## MOTION REQUIRED?
Yes.
- "Motion to approve the consent agenda." Requires a second, then can be opened up for discussion. The vote approves or defeats **all** items in the consent agenda at once.

| 7.a. | Approve Minutes |
|---|---|

January 12, 2022 - Special
January 3, 2022

| AGENDA ITEM #8 | Public Comment ............. 10 minutes |
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PURPOSE:
To hear input, concerns, etc. from the attending public.

WHO:
Chair

MOTION REQUIRED?
No

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| AGENDA ITEM #9 | Executive Session |
|---|---|

WHO:
1. Chair calls for a member to make the motion to state the condition for which an executive session is called for.
2. The Chair then calls for the motion to enter executive session and states the provision.

MOTION REQUIRED?
Yes.
Requires a second and a vote to enter the session.
No vote required to exit the session, as actions cannot be taken in an Executive Session.

| AGENDA ITEM #10 | Reflection |
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PURPOSE:
This is a time to process board self-evaluation and implement recommendations for improvement.

WHO:
Full board

MOTION REQUIRED?
No.

| WCUUSD AGENDA ITEM #11 | Adjourn |
|---|---|

PURPOSE:
Ends the meeting

WHO:
Chair calls for a member to make the motion to adjourn and notes the time.

MOTION REQUIRED?
Yes. Needs a second and vote.