WINOOSKI SCHOOLS
We are the future.

Winooski School Board of Trustees

Regular Meeting
Wednesday, March 11, 2026, 6:00 pm
WSD Library Learning Commons or via Google Meet
Google Meet Link: meet.google.com/szx-gwkh-oee

Policy Title 1.0 Ends Statement: All students will graduate from the Winooski School District (WSD) college and career ready at a cost supported by a majority of the Winooski community. WSD students will lead healthy, productive and successful lives and engage with their local and global community.

Attendees: ***Wilmer Chavarria*****,** ***Robert Millar*****,** ***Emily Bowers*****,** ***Katie Livermore*****,** ***Isaiah Donaldson*****,** ***Elom Essiba*****,** ***Erik Johnson*****,** ***Allyssa Ravelin*****,** ***Jacie Barber*****,** ***Cheyne Racine***

1. **Call to Order** (5 Minutes)
    a. Wilmer Chavarria calls the meeting to order @ **6:02pm.**

2. **Reorganization of the Board:**
    a. Oath verification
        i. Wilmer Chavarria looks for the newly elected board members to verify they have taken the Oath.
        ii. Oaths have all been taken.
    b. Action: Election of President*
        i. Wilmer Chavarria looks for nominations for school board President
            1. Robert Millar nominates Nicole Mace.
            2. Nicole Mace accepts the nomination.
            3. Wilmer Chavarria looks for a motion
                a. Motion Made.
            4. Gratitude shared from Robert and to Robert from Nicole for his service.
    c. Action: Election of Vice President
        i. Nicole Mace looks for nominations for Vice President.
            1. Katie Livermore nominates Robert Millar
            2. Looks for a motion
                a. Robert Millar accepts nomination.
            3. Katie Livermore makes a motion
            4. Second by Emily
            5. Passed Unanimously.
    d. Action: Election of Secretary/Clerk

i. Emily Bowers nominates Katie Livermore as Secretary Clerk
    1. Katie Livermore accepts nomination.
ii. Nicole Mace looks for a motion.
iii. Motion made by Emily Bowers.
iv. Passed Unanimously.

e. Discussion/Action: Governance Model Selection
i. Policy Governance: "The board will govern lawfully, observing the principles of the Policy Governance model, with an emphasis on (a) outward vision rather than an internal preoccupation, (b) encouragement of diversity in viewpoints, (c) strategic leadership more than administrative detail, (d) clear distinction of board and superintendent roles, (e) collective rather than individual decisions, (f) future rather than past or present, and (g) proactively rather than reactive." (WSD Policy Title: 4.1 Governing Style)
ii. Nicole Mace asks the board to recommit and looks for a motion to accept Policy Governance.
iii. Elom Essiba makes a motion.
iv. Passed Unanimously.

f. Discussion/Action: Robert's Rules for Small Boards
i. Board members do not have to stand or be recognized by the Chair in order to speak or make motions.
ii. Motions need not be seconded.
iii. A board member may speak any number of times on a question, and motions to close or limit debate are generally not permitted.
iv. A motion does not have to be pending in order to discuss a subject informally.
v. Votes can be taken initially by a show of hands.
vi. If a proposal is perfectly clear to everyone it may be voted on even though no formal motion has been made.
vii. In putting questions to a vote, the Chair need not stand.
viii. The Chair can participate in debate just as any other board member.
ix. Nicole Mace looks for a motion to continue using Robert's Rules.
x. Motion made by Elom Essiba.
xi. Passed Unanimously.

g. Committee Assignments:
i. Finance - Currently, Emily Bowers and Nicole Mace meet with Wilmer Chavarria and Sarah Haven quarterly. Nicole Mace shares she is willing to continue serving on the finance committee, Emily Bowers also shares willing to commit.
ii. Negotiations- Robert Millar and Katie Livermore agree to continue on this committee.
iii. ARSC- Elom Essiba agreed to continue to serve on this committee.

iv. Student Representation- Short term, just got underway. Student school board member group. Currently, Elom Essiba and Nicole Mace. Currently, through April, it may develop into something more later.
v. Scholarship- Currently, Nicole Mace and Elom Essiba. Met with senior class, reviews Ends Statement. May 1st, applications are due. The committee will meet again to discuss recipients. Katie Livermore shares she is willing to take over for Nicole Mace.

h. Discussion/Action: Appointment of the voting delegate for statewide health insurance
   i. Nicole Mace shares that currently this is Robert Millar. This role VT health insurance benefits for school employees are negotiated at state level. Every few years, renegotiate benefits. If agreement is made, it needs to be ratified– we would need a delegate. For the last few years, maintained the "status quo" with concerns on the health care situation as general. Arbitrations make the decision if not voted on.
   ii. Robert Millar states that it is not a big responsibility and nominates Nicole Mace.
      1. ***Passed Unanimously.***

i. Discussion/Approval: Regular meeting schedule, time, and warning
   i. Nicole Mace- We agree on the yearly schedules so we don't have to post warnings, we just agree on dates and post them. Verify that the time and date is still agreeable to the board.
   ii. Elom Essiba – Recommends moving it earlier, 5pm or 5:30pm
   iii. Katie Livermore, Emily Bowers and Robert Millar shares that keeping it at 6pm works best.
   iv. Nicole Mace looks for a motion to adopt a regular date, second Wednesday of the month at 6pm.
   v. Emily Bowers "So Moved."
   vi. ***Passed Unanimously.***

j. Discussion: Sign Code of Ethics
   i. Nicole Mace verifies Board Member's Code of Ethics and has the Board read and sign new copies.

* Elected Board President will facilitate the rest of the meeting

3. **<u>Agenda Review and Adjustments:</u>** (5 Minutes)
   a. Wilmer Chavarria shares the addition to governance policy 8(A)ii discussion and action to accept the Auditor recommendation.
   b. Nicole Mace looks for a motion to add Policy Governance 8(A)ii to the agenda.
   c. Elom Essiba makes a motion.
   d. Passed Unanimously.

4. **<u>Announcements and Recognition</u>** (5 minutes)
   a. Women's History Month

i. Nicole Mace shares that going forward there will be an activity for the Recognition Months.

b. Other Announcements and Recognitions
   i. Robert Millar shares that it is Francophone Month.

5. **Public Comments:** This item is reserved for comments and questions on topics that are not included on this agenda. Time for public comment is included by default for each item below.
   a. Jacie Barber- Literacy coach, WEA President. Congratulations on passing the school budget. Wonderful effort put in! The number of "yes" shows how the community trusts the board.

6. **Consent Agenda:** (5 Minutes)
   a. Minutes of Meetings
      i. Regular Board Meeting: February 11, 2026
      ii. Special Board Meeting: February 16, 2026
      iii. Finance Committee Board Meeting: February 16, 2026
      iv. Town Meeting Day Meeting: March 2, 2026
      v. Student Board Committee Meeting: March 9, 2026
   b. Policy Title: 2.3 Financial Condition and Activities
      i. Approval of Bills:
   c. Policy Title: 2.7 Compensation and Benefits
      i. Approval of Teacher and Administrative Contracts for 2024-25
   d. Policy Title: 2.8 Communication and Support to the Board
      i. High School Choice Capacity Limit (Memo)
   e. Nicole Mace looks for a motion to accept the Consent Agenda.
   f. Elom Essiba- "So Moved."
   g. Passed Unanimously.

7. **Executive Limitations (Policy Section II):** (20 minutes)
   a. Policy Title 2.3 Financial Conditions and Activities
      i. Proposed Executive Session:
         1. Real Estate 1 V.S.A. § 313(a)(2).
         2. Nicole Mace looks for a motion to enter executive session for the purpose of discussing Real Estate 1 V.S.A. § 313(a)(2) with possible action.
         3. Katie LIvermore- "So Moved."
         4. Nicole Mace adds to invite Isaiah Donaldson, Sarah Haven, Isaiah Donaldson
         5. Katie Livermore acknowledges additions.
         6. Executive Session entered @ 6:31pm.
         7. Returned from Executive Session @ 7:43pm
      ii. Discussion/Action: Purchase of Property on Normand St

1. Nicole Mace- Voters did authorize the board to purchase property at an amount not to exceed $380K. We are under contract, $360K, closing is scheduled for March 20th. Reviewed factors we would have to consider if we purchase to go from residential to commercial- a lot of unknowns about costs. It was the consensus to go through with purchase and draw up plans, directing the admin team to execute closing and initial phase one to scope out necessary renovations for converting residential home to educational facility.
    a. Kate Livermore- "So Moved.:
    b. Passed Unanimously.
    c. Motion Carries.

b. Policy Title: 2.7 Compensation and Benefits
    i. Action: Internal Monitoring Report
        1. Wilmer Chavarria– No changes other than in formatting. Reporting Compliance.
        2. Nicole Mace looks for a motion to approve Policy Title: 2.7- Internal Monitoring Report
        3. Elom Essiba- "So Moved."
        4. Passed Unanimously.

c. Policy Title: 2.8 Communication and Support to the Board
    i. Discussion/Action: March Superintendent's Report to the Board
        1. Wilmer Chavarria shares that two pages were added to the report, we just got the letter today from the VT Agency of Education JFK Elementary School, Winooski Middle School, and Winooski High School have successfully exited CSI. Wilmer Chavarria goes over the growth, changes and data shown in March Superintendent's Report to the Board
        2. Katie Livermore - Indicator of Compliance 1, velocity of growth. How are the numbers shared for students from year to year
            a. Wilmer Chavarria shares that it is not how the state presents it to us. They compare the third grade of this year to the third grade of the year before- not the same group of kids. There is no grade that has been in the "red" year after year, a good sign.
            b. Katie Livermore clarifies that 2023 is the first year, that is why we only have data that far?
                i. Wilmer Chavarria - Yes, different measures were used.
        3. Nicole Mace looks for a motion to accept March Superintendent's Report to the Board
        4. Katie Livermore - "So Moved."
        5. Passed Unanimously.

8. **Governance Processes (Policy Section IV):** (45 Minutes)
    a. Policy Title: 4.2 Board Job Description
        i. Discussion: Budget Cycle Reflection
            1. Katie Livermore shares we didn't have much of an outreach. Coffee Chats were not well attended- worth a try, but not worth repeating. Community Dinner was great.
            2. Nicole Mace was blown away by attendance at Community Dinner. The way it was framed, set up. Kudos to Wilmer, the City and Team for putting it together. Budget packets with QR codes, great to be able to text it in language needed.
            3. Katie Livermore We should be more proactive on the Front Porch Forum.
            4. Wilmer Chavarria It was great. From the beginning the board directed administration properly based on information the board war provided. Tasks were doable.
        ii. *Proposed amendment: Discussion/Action:Accept Auditors*
            1. Sarah Haven- Emailed several firms, heard back from just two, one being current auditors. Both in the same ballpark, both would be great. Changing auditors seems painful, only being with the current auditor for 4 years. Recommend staying with the current company, finally running smoothly with them and audits.
            2. Nicole Mace- Support Sarah's recommendation.
            3. Emily Bowers- Also, Support Sarah's recommendation.
            4. Nicole Mace looks for a motion to move forward with RHR as our auditing firm for the next year.
            5. Elom Essiba- "So Moved."
            6. ***Passed Unanimously.***
    b. Policy Title: 4.2.2 Create Written Governing Policies
        i. Action: Public Hearing and Adoption of Policy
            1. PG.2.5 Emergency Superintendent Succession
            2. Nicole Mace opens and closes public comments.
            3. Nicole Mace looks for a motion to accept Policy 2.5 Emergency Superintendent Succession.
            4. Elom Essiba- "So Moved."
            5. ***Passed Unanimously.***
        ii. Discussion/Action: Policy Second Read and Approval for Adoption
            1. AOE2 Student Use of Cellphones
                a. Wilmer Chavarria- No changes. We vetted our procedures against the new policy. Confident we are meeting expectations.
            2. B3 Alcohol & Drug Free Workplace
                a. Nicole Mace shares this is a model policy required by Federal Law. No changes.

i. Erik Johnson shares removed footnotes, we didn't need them.

3. B5 Harassment of Employees
    a. Nicole Mace confirms no changes, immigration questions were asked, answers provided in the Superintendent's Report.
4. C14 504 and ADA Grievance Protocol
    a. Wilmer Chavarria shares that Erik Johnson shares he/she was changed to them.
    b. Nicole Mace confirms no other changes.
5. C3 Transportation
    a. Nicole Mace recalls discussion regarding level of commitment to determine whether or not to offer transportation. This policy threads the needle and gives clearer language.
    b. Katie Livermore it communicates to maintain what we have, which is what we wanted. Clarification regarding 2.4, type of highway?
        i. Nicole Mace Route 15 is technically a highway. Being consistent with state law.
        ii. Erik Johnson any main road that connects towns or cities- highway.
    c. Emily Bowers- Appreciates this new layout.
6. F1 Travel Reimbursement
    a. Erik Johnson adopted gender neural language.
    b. Nicole Mace shares no other changes made.
7. F2 Policy on Nondiscriminatory Mascots and School Branding
    a. Nicole Mace- State law required, model policy.
    b. Wilmer Chavarria shares it may have been adopted previously, but not found.
8. PG2.4 Financial Planning and Budgeting
    a. Nicole Mace clarifies that we replaced Conservative Credible Projections with Reasonable Projections.
9. Nicole Mace entertains a motion to approve AOE2 Student Use of Cellphones, B3 Alcohol & Drug Free Workplace, B5 Harassment of Employees, C14 504 and ADA Grievance Protocol, C3 Transportation, F1 Travel Reimbursement, F2 Policy on Nondiscriminatory Mascots and School Branding and PG2.4 Financial Planning and Budgeting.
10. Katie Livermore- "So Moved."
11. ***Passed Unanimously.***

iii. Discussion: Policy First Read

1. PG2.7 Compensation and Benefits

a. Nicole Mace Just received in the Internal Monitoring Report. Wilmer is including the original Policy Governance Manual recommended language to compare to our existing policy.
b. Katie Livermore Clarification, on Point 4, creates obligations over a longer term, that makes sense. In no event longer than one year? Excludes because the board negotiates contracts? Those are over one year. This is talking about decisions made. Why is it one year there? What is the difference?
c. Wilmer Chavarria As a superintendent, this is something he cannot do. It is not a policy for you. You do budget for one year, things are a bit extraordinary, they are your purview, not ours.
d. Katie Livermore shares that it feels a little redundant.
e. Nicole Mace- It gives clarity, someone's longer or shorter term may be different from another.
f. Katie Livermore shares she is not disagreeing, just clarifying.
g. Nicole Mace confirms Katie is good with language.

c. Policy Title: 4.5 Agenda Planning
    i. Internal Management Report
        1. Nicole Mace- This was written by Robert Millar. How we report on policy.
        2. No questions or comments offered.
        3. Nicole Mace looks for a motion to accept Policy 4.5 Agenda Planning
        4. Emily Bowers–"So Moved."
        5. ***Passed Unanimously.***

9. **Adjourn:**
    a. Nicole Mace looks for a motion to adjourn.
    b. Katie Livermore "So Moved."
    c. ***Passed Unanimously.***
    d. Meeting adjourned @ **8:27pm.**

Upcoming Important Dates:

- Thursday, March 12 - Community Iftar, 6:00 PM -8:00 PM
- Friday, March 20 -No School in observance of Eid
- Thursday, March 26 and Friday, March 27 - Early Release at 11:00 AM; MHS P/T Conferences
- Monday April 20 - Friday, April 24: No School - Spring Break
- Saturday May 23 - Prom

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