

VDC MEETING
June 1, 2006
Vermont Institutes

1:00-3:00 Board Meeting
All Board members welcome to attend

vermontdata.org

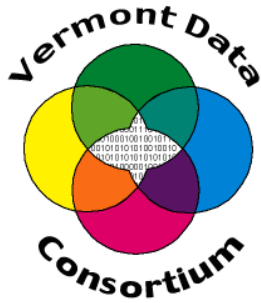
VDC
110 East State St.
Montpelier, VT
05602
Ph. 224-9110
Fax 224-9113

NO ILN AVAIL.

VDC Board Meeting Minutes—6/1/06

VDC SU	Directors	Directors Present	Exec. Comm. Present	Other Rep(s) Present
1	Addison Central	Patricia Aigner, Co-President		x
2	Addison NE	Lauren Parren		
3	Addison NW	Bob Owens, member-at-large		
4	Chittenden East	Steve Jarrett	x	
5	Chittenden South	Brian O'Regan		
6	Essex Caledonia	Steve Sanborn		
7	Franklin Central	Diane Lemieux	x	
8	Franklin NE	Mary Helen Hart		
9	Franklin NW	George Raynak	x	
10	Lamoille North	Aria Benjamin	x	
11	Lamoille South	Bill Kimball, Treasurer		x
12	Orange East	Dotty Danforth		
13	Orange North	Todd Ponto	x	
14	Orange SW	Brent Kay		
15	Orleans Central	Jeffrey Everitt		
16	Orleans ENSU	Richard Smith/Jeff Everitt		
17	Orleans SWSU	Jeffrey Everitt		
18	Rivendell	Hank Plaisted, member at large		
19	Rutland SW	Chip Baldwin		
20	St. Johnsbury	Beth Cobb		
21	South Burlington	Steve Webster		
22	Southwest VT	Jim Boutin		
23	Springfield	Jude Newman		
24	Washington Central	John Dudley		
25	Washington South	David Bickford/ Brucie Donahue		
26	Washington West	Edie Beatty, Secretary		
27	Windham Central	Jil MacMenamin	x	
28	Windham NE	Chris Kibbe, member-at-large		x
29	Windham SE	Paul Smith/JE		
30	Windham SW	Curtis Carroll		
31	Windsor SW	Linda Waite		
Other				
		# Directors present:		

Partner	Rep	Present	
DOE	Denise Sanders	x	1
Tetra	Sandy.Donnie,Leslie		
Staff		Present	4
VDC	John Ferrarra	x	
VDC	George Raynak	x	
VDC	Bryant Patten	x	
VDC	Doug Holcomb	x	



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AGENDA

Start at

Time

1. Welcome, attendance 1:00
2. Changes to the agenda move item 7 to the end
3. Accept May 4, 2006 minutes
 - a. Chris moved to accept, Diane seconded, all in favor
4. Accept letter of resignation
 - a. Diane was given a plaque and gift certificate for her service to the VDC
5. Revised Policies & Procedures
 - a. Board Member Access Brian O'Reagan and Bill will work on this policy.
 - b. Procedure For Data Loading Priority, Iterations, Etc, George distributed and requested feedback
 - c. Lapse Of Membership, Distributed. Todd moved to accept, Jill seconded, discussion. all in favor of moving up the full board---10 people that were present said yes, we will need to vote via the web.
6. Treasurer's Report
 - a. FY 06 Report Bill will be sending out Title IID, Title A and Title 5 language for CFP approval to pay for the VDC membership.
 - b. Adopt FY 07 budget.
 - c. Finalize FY 07 cost --- recommendation by the board for 6.25 per student cost, all in favor, no opposed. John will revise invoices to reflect the cost.
 - d. Timeline for sending out FY 07 Partnership Agreements--- LAPDA and VDC are in discussion about a partnership agreement.
 - e. Contractor/employee status. Contracts were provided to current employees/contractors.
7. Project Team Report, including
 - a. Local data warehouses, John and Doug have been through the Q.A procedure with Tetra.
 - b. Patricia's data went through User Acceptance; there was a stand alone and integrated model. It will be out to the production side so that we can access it in the SU and look at a refresh during

the summer. George and Bryant are going to ANESU next Wednesday. We looked at Bill's model---and we were able to see some of the postponed objects.

8. Grant/Professional Development Report

- a. Plans for spending down grant-George wants to spend down the grant – balance ~\$3000 with \$1000 to be spent on cases for the training laptops, the remainder to be transferred to VDC and earmarked for training – including hiring Brucie Donahue for additional sessions and to transition the new trainers.

9. Other

- a. Diane asked if we want polo shirts for VDC staff.
- b. Denise indicated that DOE is working as fast as they can on NECAP data. She is not responsible for it at this point since she has not received it from another department at DOE.

10. VDC Staff Report

- a. Hiring update Executive Director. Two candidates will be interviewed on Friday, June 2nd.

11. Items for next meeting

- a. The July meeting will be done via the email since many members are on vacation during the first two weeks of July. Elections are to occur at the July meeting.