



VDC MEETING

July 1, 2004
Northfield School
ILN Room
9:00-11:00 Board
11:00-12:00 Executive Committee

PO Box 545
Morrisville, VT
05661
Ph. 888-1105
Fax 888-5734
ILN 53518

vermontdata.org

AGENDA

1. Welcome, attendance
2. Accept May 2004 minutes
3. VDC Coordinators' Report
 - a. MOU, RFP
 - b. Local data, etc.
4. DOE Project Manager Report
5. Treasurer's Report
 - a. Bank account balance
 - b. Membership report
6. Grant Committee Report
 - a. New employee; sign contract
7. Plan August agenda
8. Other

Executive Committee Meeting

1. Develop budget procedures
2. Coordinators' job related issues
 - a. Develop process for assigning specific tasks, such as,
 - i. Preparing local data guidelines
 - ii. Professional development needs assessment
 - b. Accountability of time
 - c. Sick & vacation time
3. Other as needed

Directions to Northfield Schools

From the north:

Take route 12 south from Montpelier towards Northfield. Once you get into Northfield, turn right at the only stoplight in town. About .25 mile turn right onto North Street (there is a small sign that says Northfield Schools.) Follow that road. There will be a cemetery on the right and then you will see the school on your left. Keep going around until the Elementary school is on your right. Turn left into the parking lot. You will see the entrance to the school. Come in and check in with the office and they will direct you to where the meeting is.

From the south:

Take exit 5 and turn left. Go down the hill and turn right onto route 12 N. Go through the downtown and make a left at the only stop light in town. About .25 mile turn right onto North Street (there is a small sign that says Northfield Schools.) Follow that road. There will be a cemetery on the right and then you will see the school on your left. Keep going around until the Elementary school is on your right. Turn left into the parking lot. You will see the entrance to the school. Come in and check in with the office and they will direct you to where the meeting is.