

**COMMUNITY HIGH SCHOOL OF VERMONT  
FACULTY MEETING MINUTES  
March 29, 2007  
Nobel Hall  
Union Institute, Montpelier, VT**

**PRESENT:** Richard Anderson, Cara Berryman, Dennis Bonanza, Jim Candon, Jeff Cassarino, Kathi Cassidy, Cate Cattier, Al Clark, Sheila Commo, Anne Cote, John Cross, Pauline Dwyer, Anne Emerson, Jenny Estey, Jerry Fortin, Alan Frost, John Gorczyk, Barb Hagen, Lisa Harrington, Audrey Irons, Debbie Jaimes, Dan King, Sue Kuzma, Mark Lather, Steve LaTulippe, Tod Lessard, Susan Lewis, John Long, Bob Lucenti, Paul Major, Nikki Marabella, Eric Marchese, Mary McCallum, Mo McIntyre, Katherine Miller, Maryanne Murphy, Gene Rembisz, Bob Salzman, Bob Sattelberger, Bobbi Shutts, Guy Smythe, Bill Storz, Sharon Strange, Dave Strong, Claire Swaha, Scott Tomlinson, Peter VanWageningen, Bob Walsh, Tom Woods.

**ABSENT:** Wade Cole, Mary Koen, Julie Locke, Mary Nelson, Broni Plucas, and Mary Poulos.

Bob called the meeting to order at 9:45 a.m.

Roll Call was taken.

**School Announcements:**

Bob announced that he, John Cross and student, Adam Bilodeau have been asked to come to a television interview with State Representative, Jason Lorber for Public Access Television, channel 17, at 9:30 a.m., Monday, April 2nd, in Burlington. They will be sharing success stories about Community High School, as well as answering Jason's questions about the school and corrections.

The Corrections Administration is having a training on speaking with kids with disabilities. The training will be based on the video "Fat City". CHSVT has lent them our video.

Kay Shangraw, with "Shaken Baby", would like to hear from more campuses on providing classes and trainings. If you are interested in a class with Kay and need contact information, contact Sheila at central office.

"Cooking for Life" would also like to see more involvement from other campuses. Contact Nikki Marabella, at the Burlington Probation & Parole campus, if you are interested in more information.

Bob handed out a letter from the New England Association of Schools and Colleges (NEASC) formally announcing our accreditation.

Bob briefly explained some of the benefits to the teachers by being accredited as in independent school with NEASC. Some of the benefits include teaching outside of a teacher's subject area and carrying tenor on to public schools.

**Local Announcements:**

The Brattleboro Probation & Parole campus is involved with a pilot program from the Department of Education called Positive Prevention. It is a six week program that teaches about sexual diseases, pregnancy and substance abuse. The program has been well received in Brattleboro.

The men's basketball team in Brattleboro has won the Division II Championship. Congratulations!

The Department of Labor has been visiting Community High School of Vermont campuses. They were at the Rutland Probation & Parole campus career class, and brought job resources and materials. The students participated in video-taped mock interviews that they were able to review and comment on.

A recent graduate of the Work Force Development program at Northern State Correctional Facility has gotten a job as an Electrical Apprentice in St. Albans.

Northern State Correctional Facility is also beginning a second class in Habits of Mind. Northern State will be having a graduation on April 27th, at 1:00 p.m. with 14 graduates.

Bob Lucenti announced that Department of Corrections Policy Executives and representatives from the Governor's Office, as well as local reporters, are becoming interested in attending Community High School of Vermont graduations. Please be sure that students are aware of this level of prestige so that they conduct themselves in a proper manner during graduation ceremonies.

Burlington Probation & Parole campus will be having a graduation in April with four or five graduates. BUPP has two students interning at the Channel 17, Public Access television station. Susan Lewis had survivors of the Holocaust speak in one of her classes. They have also had a program about shaken babies. Burlington is having its first Art Walk on Friday, May 4th. Students from CHSVT, in Burlington, will have their art displayed. Work Force Development and the Department of Labor are also working closely with students in Burlington, bringing them resources and conducting mock interviews with them.

Anne Cote announced that Pauline Dwyer and her husband are expecting a baby this fall. Congratulations!

Bill Storz has joined the United States Chess Federation (USCF) and will be having a tournament at Northern State Correctional Facility. Details to follow.

Katherine Miller announced that Bobbi Shutts is getting married on April 14th. Congratulations!

The women at Southeast State Correctional Facility are making wooden maple leafs to donate to the Windsor library. Last year, art donated to the auction fundraiser made over \$5000.

### **New Business:**

H.135 is a bill in the House Institution Committee that states: All persons under the custody of the commissioner of corrections who are under the age of 26 and have not received a high school diploma shall participate in the education program unless exempted by the commissioner. Bob explained that there are approximately 200 inmates that meet these criteria. Approximately 60 of them are out of state and the remaining 140 are spread throughout the nine facilities and some are already attending CHSVT. The bill is still in preliminary stages and more information will be shared as it is made available. Discussion ensued about concerns with current students over the age of 22 being shipped out of state not being to finish their education. Of the 83 current 2006-2007 graduates, 39 of them are over the age of 22.

Bob handed out a copy of "§ 165. Standards of Quality for Public Schools; Equal Educational Opportunities". After much discussion as to whether the Community High School of Vermont

should comply with these standards, it was decided that the Standards of Quality for Public Schools were not applicable to the CHSVT. Bob said that he would bring the faculties concerns to the legislature tomorrow.

John Gorczyk gave a brief vocational and trades update. Teachers are attending vocational certification classes; there will be a meeting next week with the Department of Labor to discuss the memorandum of agreement (MOA) involving Career Resource Center (CRC) employment and wage record results. S.185, Vermont Ready-to-Work Certification is in legislative process. The CRC received a list of recommended books from the Vermont Student Assistance Corporation (VSAC) to have in their library. There is work being done on clarifying the core concepts for trades/vocational credits.

**John Cross made a motion to invite Department of Education Commissioner, Richard Cate, to a faculty meeting. Jenny Estey seconded it.** Discussion ensued. The motion was called but not approved so it was taken to a vote. The vote resulted in a tie. **The motion was not approved.**

Bob handed out an informational sheet titled: Ages of Population in Custody, 2000-2006. There was a brief discussion.

Curriculum Policy Committee Training: The policy committee had a brief demonstration on how to put a shortcut of the Curriculum Manual Table of Contents on your desktop. If you have any questions or problems, contact Barb Hagen or Tom Woods.

Bob handed out a copy of the State Education Board Ad-Hoc Committee meeting minutes. The Ad-Hoc committee was formed to review the standards and the combined recommendations of the NEASC and CHSVT self study. The minutes reflect the recommendations that the committee feels the State Board should be responsible for. The committee will take these to the board for review and approval.

### **Old Business:**

Bob thanked those committees who sent copies of their by-laws to central office. Discussion continued about term limits and new members being added to the committees.

**Jenny Estey made a motion to standardize the by-laws in regards to elections and terms of office. Sharon Strange seconded it.** Discussion ensued to include the exclusion of the LSB and who would standardize the by-laws? **The motion was called and a vote was taken.** The results of the vote: 26 for standardizing the by-laws and 15 against. There will be further discussion at the next faculty meeting as to how to standardize the by-laws. Term limits will be discussed at a later date.

### **COMMITTEE REPORTS:**

#### **Local Standards Board - Sue Kuzma**

Sue thanked the faculty for responding to the survey about standard 4.1 in regards to faculty meeting time for trainings, etc. The LSB needs all relicensing information by the April 27th meeting. The next LSB meeting will be tomorrow, March 30th.

### **Assessment Committee - Bob Walsh**

There is an opening on the assessment committee that needs to be filled. Mary Poulos is interested in the position. **Jenny Estey made a motion to elect Mary Poulos to the Assessment Committee. John Long seconded it. The motion passes unanimously.** Dan King has stepped down from his position on the committee. Anyone who is interested in this position may contact Bob Walsh. All members will be up for re-election in April.

A recommendation for standardizing assessments has been sent to the administration for review. Discussion will continue as more information is available.

### **Technology Committee - Pauline Dwyer**

The committee is still working on getting the student inventory up to date. The committee is meeting twice in April. April 3rd, they will be working on the CHSVT technology plan which will expire in June, and on April 18th, there will be a regular meeting in Barre. Bob Salzman has resigned from his position on the committee. Anyone interested in joining the technology committee may contact Pauline.

### **Library Committee - Peter VanWageningen**

Thank you all for getting your orders in. The committee met on February 6th, and got the orders placed. The Library Committee By-Laws have been completed. The library plan was discussed and will be worked on at the April 4th, meeting. Recommendations of books for the Career Resource Center and the library budget will also be discussed at that meeting.

### **Beryle Gardner Committee - Cara Berryman**

There are a lot of graduations coming up. Be sure that you get information to each graduate about the Beryle Gardner award. Graduates must have graduated by June 30th, to be eligible for this year's award.

### **Curriculum Content Committee - Jim Candon**

The committee is working on a new format for the syllabi. They have also set a meeting date of every third Wednesday. Bob Salzman stepped down as chair of the computer studies focus group. Pauline Dwyer has also stepped down as chair of the science focus group. The curriculum content committee has sent a recommendation to the administration about splitting credits on the transcript request form. The recommendation requires using two forms and not one.

### **Curriculum Policy Committee - Barb Hagan**

Training on accessing Curriculum Manual was done previously.

### **Special Education - Mary Koen**

Mo announced that there are two special education vacancies, which hiring registers will be requested for next week. One position will cover the Northeast Regional Correctional Facility, St. Johnsbury Probation & Parole and Barre Probation & Parole campuses, and the other will cover the

Northwest region - St. Albans Probation & Parole, Northwest State Correctional Facility, Chittenden Regional Correctional Facility and the Burlington Probation & Parole campuses.

**Old Business:**

Act 176 - Adult Education Act: The administration has decided to put this on hold and not participate as a school.

**Bob Sattelberger made a motion to adjourn.** The meeting adjourned at 1:10 p.m.

Respectfully Submitted,

Sheila Commo