

**COMMUNITY HIGH SCHOOL OF VERMONT
FACULTY MEETING MINUTES
Montpelier Elks, Montpelier, VT
October 25, 2012**

Approved

PRESENT: Charity Baker, Cara Berryman, Jim Candon, Jack Carson, Kathi Cassidy, Susan Chelton, Wade Cole, Chris Cosgrove, John Cross, Sean Dobbin, Jerry Fortin, Alan Frost, Laurette Garrand, Harmony Harriman, Lisa Harrington, Mary Beth Heiskell, Dan Hescocock, Marlana Hughes, Mike Jenzen, Dan King, Mary Koen, Dana Lesperance, Tod Lessard, John Long, Paul Major, Eric Marchese, Troy McAllister, Jan Noskey, Wilhelmina Picard, Broni Plucas, Mary Poulos, Nick Rulon, Bob Salzman, Sheila Sayah, Len Schmidt, Bobbi Shutts, Jeanne Smith, Angie Stewart, Bill Storz, Sharon Strange, Dave Strong, Chad Thompson, Tatum Tomasi, Scott Tomlinson, Peter Van Wageningen, John Vorder Bruegge, Tom Woods

ABSENT: Dennis Bonanza, Jeff Cassarino, Susan Chiefsky, Pauline Dwyer, Barb Hagen, Mike Lacoss Mo McIntyre, Mary Nelson, Claire Swaha

Approval of Prior Meeting Minutes

Jim Candon moved to approve the meeting minutes of September 27, 2012. Mike Jenzen seconded the motion. The minutes were approved.

Policy Committee

Bullying Prevention - The Policy Committee has been tasked with creating a program to discuss workplace bullying. The goal is to educate all staff about best practices for providing a safe, secure, and positive workplace as well as holding people accountable for their behavior. Sherrill Gilbert, Vermont Healthy Workplace Advocate and coordinator for the Vermont State Healthy Workplace Bill, spoke to the faculty and provided information about workplace bullying.

Elections – The Policy Committee has one vacancy.

Susan Chelton volunteered to be on the committee.

John Cross nominated Jeanne Smith. Jeanne declined the nomination.

Jim Candon moved to close the nominations and vote. John Cross seconded the motion. Susan Chelton was approved to fill the vacancy on the Policy Committee.

Faculty Governance

Last month, two policies were warned and posted on the Ning for discussion at this faculty meeting. CHSVT policy on page five: B) *Policy Development and Adoption* and on page 19: C) *Suspension/Expulsion Policy*.

- 1) Recommendation: Revise the CHSVT policy on page five: B – *Policy Development and Adoption* to align with the bylaws for the Faculty Governance Committee adopted by the full faculty. **John Cross made a motion to align the policy recommendation with the Faculty Governance bylaws. Bill Storz seconded the motion. The motion was approved.** The

recommendation will be forwarded to the Administrators for approval. If no action is taken by the Administrators, the recommendation will be sent back to the Faculty Governance who will then bring it back to the faculty and a 2/3 vote by the faculty will send the recommendation to the State Board for review.

- 2) Recommendation: Revise the CHSVT policy on page 19: *C – Suspension/Expulsion Policy* regarding non-suspension of students to include separate policies for our U23 students working on diplomas and students who are over the age of 23 and/or have diplomas. **Jan Noskey made a motion to discuss the policy and recommendation. Jim Candon seconded the motion.** Discussion ensued. **Mary Beth Heiskell introduced the following friendly amendment: *Revise CHSVT Policy on page 19, C – Suspension/Expulsion and D – Discipline, to include: To ensure CHSVT provides a safe classroom environment conducive to learning for all.*** Discussion ensued. A suggestion was made to change ‘classroom’ to ‘school’. There was further discussion to clarify that the recommendation will be sent back to the Policy Committee to rewrite, the recommendation will then be sent back to the Faculty Governance so that it may be brought back to the faculty for discussion and a vote. **The above recommendation to the policy, with additional amendments and clarification of procedure, was voted on by the faculty and approved.**

Technology Committee

Elections – The Technology Committee has three vacancies.

Jack Carson volunteered to be on the committee

Harmony Harriman volunteered to be on the committee

Tom Woods volunteered to remain on the committee

All three vacant seats were voted on as a slate and all were approved.

LSB

Elections – The LSB has three expiring seats. Kathi Cassidy, John Long, and Tod Lessard all volunteered to be re-elected to the LSB. **Jim Candon made a motion to vote on the vacancies as a slate. Wade Cole seconded the motion. The motion was approved and all three positions were approved.**

Curriculum Committee Report

Jim Candon reported out for the Curriculum Committee and shared information about continuing work on the Curriculum Manual trying to streamline and update course descriptions and credits. The Committee’s projected timeline is to present a final revision of the Curriculum Manual to the faculty at the November or December faculty meeting with a final draft presented in January for discussion and possible vote if ready.

Announcements

Art Project Update - Liz Crawford, General Manager of the Helen Day Art Center has been talking with various organizations about the art project. Champlain College is interested in hosting an art display on their campus when the project is ready for display.

Clarification: the license plate shop is not moving anytime soon despite information to the contrary.

The NEASC report is due December 1st. Wilhelmina will send a copy of the report to all when it is complete.

FOCUS – Troy is working on moving forward. The SISTER Committee meets next week to begin brainstorming.

Child Count season – report is due to DOE by December 1st. Special Educators will be busy gathering information.

Wilhelmina will be meeting with Jeb Spaulding next week about a possible pilot program in Vermont with the American Prison Data System. Wilhelmina will update with more information if needed.

Dana and Wilhelmina are helping to implement a ten-hour barbering course at Northwest which will be taught through an outside organization.

Wilhelmina has asked the staff to look at and re-familiarize themselves with the DOC work rules.

CASAS training has been completed and assessments are being implemented school-wide.

Brattleboro campus had a wonderful graduation recently with seven students.

Shipments of library books will be arriving at facility campuses in the next few weeks. The Vermont State Library will be offering suggested book lists three or four times a year.

The meeting adjourned at 1:00 p.m.

Respectfully Submitted,

Sheila Sayah