

**COMMUNITY HIGH SCHOOL OF VERMONT
STATE BOARD ANNUAL MEETING
MINUTES
Tuesday, March 12, 2013
Vermont School Boards Association
2 Prospect Street
Montpelier**

Approved

State Board Members Present: Carol Bokan, Vice-Chair; Julie Breton, George Cross, Chair; Richard Fraser, David Luce, Secretary.

State Board Members Absent:, Jason Gibbs, Andy MacIlwaine.

CHSVT Administration Present: Dana Lesperance, Career and Technical Education Chief; Troy McAllister, Principal; Wilhelmina Picard, Superintendent; Sheila Sayah, Administrative Services Technician; Jerry Schartner, Chief, Vermont Correctional Industries (VCI).

The meeting was called to order at 9:30 a.m.

*My apologies to anyone who was trying to access this meeting by phone! Due to some miscommunication we did not have access to the conference phone.

Approval of Meeting Minutes

George Cross entertained a motion to approve the January 8, 2013 and February 12, 2013 meeting minutes. Richard Fraser accepted the motion and Dave Luce seconded the motion. Both sets of meeting minutes were approved.

Administrative Reports – Updates

Clarification about co-supervision of the teachers was discussed.

Action Items - None

Discussion Items

a. Restructuring and Legislative Updates – Wilhelmina and George

There has been strong support for CHSVT from several legislative committees and growing concerns about the street campuses and future of services for students not under the custody or supervision of the DOC.

There has also been continued discussion within the legislature about the PEW study and overall projected budget cuts for CHSVT.

After consulting with lawyers, a memo from Agency of Education Secretary, Armando Vilaseca, clarified the statutory restrictions placed on CHSVT in serving students who are not under the custody or supervision of corrections. The memo also states that students seeking enrollment to CHSVT who are not under custody or supervision of corrections will be referred to the local

adult education facilities for their education agencies and will no longer be allowed to be serviced at the CHSVT. Community students who are already enrolled and working toward their diplomas will remain with CHSVT to complete their plan.

Different plans for the layout of street campuses are still being discussed.

Clarification was given about the role of a transitional educator and how they would fit into the program. No final decisions have been made regarding the closing of campuses or changes in teacher's roles.

George shared his written response to Secretary Vilaseca's memo in which George expressed concern for the community students who will be turned away from CHSVT and referred to adult education agencies in the community. The concern is that these students may fall through the cracks and not receive the services they need to be successful. In his response, George requested assistance in being connected with the chairperson of the Adult Education Board so that the two boards can work together to assure that these students are not lost in the shuffle. **Carol Bokan entertained a motion to accept the memo being sent to Secretary Vilaseca. David Luce seconded the motion. The motion was approved and George Cross will send the memo to Secretary Vilaseca.**

There was a discussion about concerns that the CHSVT local boards and CHSVT faculty are not being kept up to date on necessary information regarding the restructure. George will send a memo to the local boards and CHSVT faculty outlining the most up to date information that is currently known.

b. Update on Student Information System – Troy

Central Office support training will take place next week, the faculty will have a live "sandbox" to experiment with by April 1st and full implementation is expected by July 1st.

c. Curriculum Frameworks – Troy

No update needed.

d. Update on VCI programs – Jerry

Progress at Chittenden Regional – Vermont Works for Women is creating a hiring structure to educate the offenders on the hiring process. The offenders will be creating resumes and applying to and interviewing for available jobs. If demand calls for it, VCI could develop two four-hour blocks potentially creating twelve jobs. The equipment has been ordered and should be arriving in the next few weeks. The plan is to be up and running in May.

Jerry, Dana, and Wilhelmina are visiting a facility in Connecticut that is working with textiles to see how their operation works.

License Plate Shop – Oven running again, new press has been ordered.

The Industrial Education Facility slated to be built at Southern State in Springfield has not been recommended by the Governor and has been removed from the capital budget.

There was a question about whether you could obtain CHSVT credit for work done at VCI. Credit is currently being given for work with SolidWorks and for CNC operators. Plans are in the works to continue this model in the other shops.

e. CASAS (Comprehensive Adult Student Assessment Systems)/Assessments - Troy
New assessments are being used for intakes as well as for employment capability. These assessments will tie into case management plans.

f. Career and Technical Education Update – Dana

Assessments used by Vocational Rehabilitation and the Department of Labor are now being used at CHSVT. Job Search Attitude Inventory, Barriers to Employment Success Inventory, and Career Decision-Making System are all used on an as needed basis for offenders who are preparing for employment after incarceration or to help them decide which path to take in education to be successful once on the outside. The assessments have been very successful.

Eight teachers were recently trained as NCCER (National Center for Construction Education and Research) instructors and CHSVT is now NCCER accredited. The NCCER Curriculum will be used and students who complete a program will be certified in that particular trade. More teachers will be heading to NH to also be certified to teach the NCCER Curriculum. Most Tech Centers in Vermont use the NCCER Curriculum.

Action Plan: Dana shared his CHSVT Career and Technical Education Plan. The plan shows careers, courses and certifications offered, timeframe, which campuses the courses are currently available at and action being taken on each. The plan is a work in progress with the end result to provide as many educational opportunities as possible at each campus.

Items for next meeting

1. VCI Updates
2. Student Information System
3. Continued updates on restructure
4. Legislative updates
5. Approve March minutes
6. Career and Tech. Ed. Update
7. Portfolios

Next Meeting

Tuesday, April 9, 2013. Place to be determined.

Dave Luce entertained a motion to adjourn the meeting and George Cross seconded the motion. The meeting adjourned at 11:33 a.m.

Respectfully Submitted

Sheila Sayah