

**COMMUNITY HIGH SCHOOL OF VERMONT
STATE EDUCATION BOARD
MINUTES**

**Wednesday, June 6, 2007
Best Western, Waterbury, VT**

Members Present: Celine Champine, Dwight Davis, Richard Fraser, Blanche Kelley, David Luce, Don Messier, Chuck Pearce, John Stewart.

Local Advisory Board Members Present: Carroll Collins, Sue LaTulippe, Kathryn Poston, Roland Stoodley, Lisa Daigle-Farney, Val Vincent, Carol Arner, Rita Rhinehart, Jane Willard, Andrea Gould, Louise Coates and Maria Rossi.

CHSVT Administration Present: Bob Lucenti, Director - Stephan LaTulippe, Principal - Sheila Commo, Program Services Clerk.

CHSVT Administration Absent: Mary Koen, Special Education Chief

The meeting was called to order at 9:40 a.m.

1. Review of Meeting Minutes

Dwight Davis made a motion to accept the meeting minutes of May 2, 2007. Richard Fraser seconded it. Discussion Followed. Blanche requested a change of wording on page three under New Business.standing committee "is being" added... to "has been". Also ...will report to the VRTA board "each month"... to "at each meeting". **The motion was called to accept the minutes with amendments, and the meeting minutes were approved.**

2. Old Business – NEASC Standards for Accreditation, Standard 2 (Governance)

The purpose of inviting the local board members to this meeting was to continue work from the March Annual Meeting regarding designing a common set of By-Laws to be used by all local boards. Bob Lucenti began the discussion. The goal is continuity, a common purpose and membership. Flexibility at the local level is desired but policy needs to be the same for all local boards. Some of the local boards shared their purpose statements. It was suggested that there should be a common mission statement. An example of governance was suggested by following the Department of Education's relationship with local school districts. The Department of Education has one set of rules and mission for each school board to follow. The DOE acts as an "umbrella" for all the boards but each school district has their own way of conducting business. It was suggested that the CHSVT State Advisory Board act as the umbrella to the local boards allowing them to conduct their own business on a local level but must follow a common set of rules.

Discussion followed about how each board handled having teachers and students on their board. Some of them are voting members and some are not. Some limit the number of teachers who can serve and some invite them all. Bob asked the board members how they felt about having voting faculty at their meetings. Six favored voting faculty while eleven did not. Discussion ensued about the pros and cons of faculty being on the boards. The faculty makes up a large part

of some boards. They have input and provide information to the boards. There was a general consensus that there should be faculty members on the board.

Lack of communication between the boards is a big concern. There was a question as to whether the faculty is involved in governance in the school. The faculty is involved with monthly faculty meetings and serve on committees which allow committees to make recommendations to the administration pertaining to policies and procedures. The faculty is very engaged in the governance of the school. Steve suggested that each local board have two seats for faculty members so that not all faculty members would hold a position and they could rotate their time on the board.

Who do the local boards advise? The local boards advise the state board and advise on local issues. Discussion ensued about how to advise teachers, evaluate outcomes and obtain information from faculty members. The faculty recently voted and agreed that the board members could be engaged in hiring new faculty by having input but not decision making.

There are currently ten local boards. Title 128, §120 allows for six representatives from local boards and three members-at-large to serve on the CHSVT State Education Board. Applications were made available to local board members to fill the empty spot on the state board. The state board would like to see a larger pool of local members for the Governor to choose from.

There was discussion about whether students should be allowed to hold seats on the board and whether they should be voting members. Our population of students is very transient, making it difficult for them to hold a seat on a board. Local boards, who were present, shared their ideas as to how they allow students to participate on their boards. All the local board members feel that students should be welcome to participate on the boards. Only five members present feel that students should be voting members. Discussion ensued. It would be unrealistic to allow students to be voting members as they would not be consistent on attending meetings because of their transient nature and the possibility that a student under custody may not be permitted to attend a meeting for various reasons. Upon further discussion, when asked again, only four members present felt that allowing students to be voting members was a good idea.

A draft of local by-laws based on what was discussed at this meeting will be drafted and sent to local boards at a later date. The purpose seems to be okay with local members, but there is concern that advocacy is not included and that it is too wordy. Also, there is not notice of a secretary at the local level. Most felt that it was important to include a secretary to assure that meeting minutes were shared in a timely manner.

There was discussion about Department of Corrections Administrators and should someone be attending the local advisory board meetings. Most local boards have one local administrator in attendance and all feel that it should be this way.

Terms of office were discussed. Discussion ensued about assuring that local terms are staggered. There was discussion about length. One board has two years and some feel that three years is too much.

Blanche feels that section eight, in the self-study report, pertaining to local advisory boards and governance should be included in the by-laws of the local boards. Steve read the passage as follows: Source: Self-Study Report, S2 - Governance, page 14, section 8, titled: Local Advisory

Boards. *Each CHSVT campus is designed to be served by one of eight regional boards (currently seven are active and one is inactive). Many boards have active participants who are involved in helping campuses define and redefine their own local action plan. All local advisory board members are volunteers and are retired teachers, local business people and interested community members. The local boards work closely with the campus teaching team as well as the correctional administration at the campus to assure the successful operation of the campus. The local advisory boards also provide a base of advocacy for the teachers, program and students at that campus.* **Blanche Kelley made a motion to add the above passage to the Local Board By-Laws. Dwight seconded it. All were in favor and the motion was approved.**

There was discussion about sending Local Board meeting minutes to the CHSVT central office to be distributed to the State Board. There was concern that the minutes would not be approved if handed in immediately after a meeting. It was decided that there needs to be a two-week turnaround on a draft of the minutes with a final sent after approval.

3. Old Business

There was a second reading of the State Board By-Laws. The wording on Article IV, subsection II - Duties of Officers, "Liaison to the... (VRTA)...report to the VRTA Board **each month...**" needs to be changed to *...at each meeting...* **Richard Fraser made a motion to accept the second reading of the State Board By-Laws as amended. Dwight Davis seconded it. All in favor. The motion passed.** There will be a third reading of the By-Laws at the next State Board meeting.

Dwight passed out the Application for Gubernatorial Appointment to all Local Board members present and encouraged them all to apply for the ninth and final position on the State Board.

4. Graduation Notes

Steve handed out information about rigor and curriculum and quality of standards as well as graduation statistics. Steve will be sending the 21 quality of standards to the faculty to share with the local boards. The faculty has been working in committees to assure continuity and consistency across the seventeen campuses. The teachers have the ability to share coursework via the web to assure that a student can continue a class that they have started if they get transferred to another site.

The local board members are encouraged to look at the Habits of Mind program. A report was compiled from the grant with the Community High School of Vermont and the Department of Corrections and Correctional Industries which preliminarily saw a reduction in recidivism from 60 percent to 28 percent. A complete report will be out soon. A Habits of Mind course counts for one vocational credit towards graduation. You may also be interested in reviewing the curriculum for the Citizenship and Community Participation program.

There were 135 graduates from the Community High School of Vermont last year, and we should come close to meeting that this year. The Brattleboro campus will be having a graduation on June 14th, with ten graduates. The Rutland Probation & Parole campus will be having a graduation the week of June 25th, with five graduates. The Southern State Correctional Facility campus will be graduating three students on July 29th.

The Department of Labor will be working with the Community High School of Vermont to track the employment history of students when they leave corrections. They will be tracking employees by social security number and compiling information about their employment to examine the effects of recidivism by the programs being taught before release.

The number of hours spent in class is more important than the number of students graduating. More learning hours per class bring greater success. Typically, a student spends 72-92 hours for each subject area being studied.

A question was asked as to how the CHSVT was doing with post-secondary education. CHSVT has a similar structure as the Community College by building habits of living, learning and working at the same time. Community College is working on a grant to provide college credits at the Dale State Correctional Facility campus.

Trades and Industry certification program is also growing strong. Currently, CHSVT offers five to six certificate programs.

Dwight announced that the legislature is working on providing SAT/ACT testing for all 11th grade students in Vermont. This would include the CHSVT. Two years ago, Southeast State Correctional Facility and Southern State Correctional Facility became SAT testing sites. Steve also travels to individual sites as needed to administer the test.

5. New Business

Set up calendar for the following year:

September 5 - Stage Coach Inn, Waterbury
October 3 - Annual Meeting (requested Montpelier Elks), Montpelier
November 7 - White River Probation & Parole
December 5 - Stage Coach Inn, Waterbury
January 9 (note date change) - Rutland Probation & Parole
February 6 - Stage Coach Inn, Waterbury
March 5 - St. Johnsbury Probation & Parole
April 2 - Stage Coach Inn, Waterbury
May 7 - Northern State Correctional Facility, Newport
June 4 - Stage Coach Inn, Waterbury

Agenda item: For discussion - numerical or letter grade instead of pass/fail

Due to time restraint, Chuck and Bob will set the rest of the agenda at a later date.

David Luce moved to adjourn the meeting at 12:35p.m. John Stewart seconded it. The motion was called and passed.

Respectfully Submitted

Sheila Commo