

**COMMUNITY HIGH SCHOOL OF VERMONT
STATE EDUCATION BOARD
MINUTES
Wednesday, September 6, 2006
Best Western
Waterbury, VT**

Members Present: Dwight Davis, Richard Fraser, Blanche Kelley, Wilma Paronto, Albert Pearce Don Messier and John Stewart.

Members Absent: David Luce

CHSVT Administration Present: Bob Lucenti, Director - Stephan LaTulippe, Principal - Mary Koen, Special Education Chief - Sheila Commo, Program Services Clerk.

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

1. Review of Meeting Minutes

Before the meeting minutes were approved, several items were discussed. Item two, from the presentation from Marble Valley Regional Correctional Facility, Dwight asked if the addition of the class, Personal Finance, had been added to the curriculum. Steve told the group that pilot programs of the class in conjunction with CCP and Habits of Mind are being developed at Northwest State Correctional Facility and Northern State Correctional Facility. There has been some consideration to use Title I funding to hire a contractor to write the curriculum for Personal Finance.

Item three, from the update on the NEASC accreditation process, Dwight asked if the organizational chart had been updated to remove the Department of Education Commissioner from the chart, and if the Department of Corrections Commissioner was named an "ex-officio" member. Yes, those changes have been made to the organizational chart.

Will the board be able to see a second draft of Standard 10? Steve was not successful in obtaining a computer and copier at the Best Western so he could present Standard 10 to the Board. He will make sure that those copies are at the next board meeting.

Item four, school policies and procedures development, Dwight asked if Policy 389 had been approved yet. No changes have been done on Policy 389 as of this meeting. Dwight would like to see this happen soon.

Item six, old business, there is still concern over Adult Basic Education through S222 and the impact it may have on CHSVT. Bob has been watching this program closely and his main concern is that it may make it easier for students to leave their local high school and not get the quality education that they would get by staying in school. There is no approval of standards, which leads to concerns over the quality of education that is received. It is possible

that a student could return to their local school and receive credit for work done at ABE or that they could go on to earn their GED. Adult Basic Education is a program, not an approved school.

On the last page, top paragraph, Blanche has requested that the line "**so there is concern of a "second rate" education that is less credible in the work force.**" be struck from the minutes. She feels that it is not our decision how to rate Adult Basic Education and there are times that it is the only alternative for students to go to. Bob reiterated that we are concerned that students receive a quality education. **Blanche Kelley made a motion to strike the above sentence from the minutes of June 7, 2006. Dwight Davis seconded the motion. The motion was called and it passed unanimously.**

Dwight Davis made a motion to accept the meeting minutes of June 7, 2006 with the modification made. Richard Fraser seconded it. The motion was called and it passed unanimously.

2. Update on NEASC Accreditation Process

Of the 14 standards addressed, there were approximately 1,000 pages drafted and redrafted that will end with a 92 page final self-study. Steve handed out a copy of the self-study recommendations. Steve went on to praise Dave Strong, Jim Candon and Barb Hagen of the Steering Committee. They have put in approximately 80 hours of time and have done an unbelievable job. Steve explained the ratings for the standards, bringing attention to Standards 6 and 11 and going over what needs to be addressed in order to bring up the rating. Even without working for accreditation, this has been a very positive experience for the staff by allowing them an in depth look at the school, themselves and the practices of the school. This process will allow the school two to three years to make improvements where necessary. The staff has done a great job this summer, attending three non-mandatory meetings to go over each standard and vote on the standards and ratings for each of them. John wanted to know how much influence CHSVT has over computer and library resources. Bob explained that as facilities are being built and updated, education wings and classrooms are being built and education money is now in a budget that belongs solely to CHSVT and not DOC thanks to legislation and Title 28 §120. Part of the plans, from the self-study, recognize that the libraries are in need of attention. Dwight wanted to know why the library committee couldn't go to local businesses and organizations and request donations. There was some discussion as to whether CHSVT can receive donations as a state agency. Bob, Dwight and Chuck commended Steve on a job well done.

Steve handed out a facility rating sheet for quality standards for each facility and explained it to the board. Steve will follow up with a more in depth study. The action plan will tie into the mission statement. There are six areas of the mission statement that will formulate the action plan. This process will begin at the next faculty meeting and Steve will bring the board updated standards at the next meeting.

On October 15th, the Steering Committee will be greeting the NEASC visiting team at the Best Western in Waterbury. The board is invited to attend. There will be a meet and greet

with welcome speeches from various people with a buffet to follow. The board discussed the guest list and would like to see Commissioner Hofmann, Governor Douglas, Senators Don Collins, and George Cross invited.

On October 16th, there will be a full faculty meeting with the members of the visiting team at the Capitol Plaza in Montpelier from 9:30 a.m. to 3:30 p.m. The board is welcome to attend this meeting as well. The faculty will introduce themselves to the team, the self-study will be discussed and each of the faculty committees will give a brief report. On October 17th, and 18th, the visiting teams will visit designated facilities and on the 19th, they will reconvene at the Best Western and meet with Bob and Steve before leaving. Bob and Steve will be attending the NEASC directors meeting in March where the board will give them their final decision on accreditation. **Dwight Davis made a motion to send the guest list to Commissioner Hofmann as drawn up by the board. Richard Fraser seconded it. The motion was called and it passed unanimously.** Blanche would like to see the speeches done a bit earlier so that she will be able to attend and drive home before dark. Don will be in Texas until the 16th, and will not be able to attend. The visiting team will be arriving between 3:00 p.m. and 4:30 p.m. and it was discussed that the speeches could be done earlier and before dinner in another room. More details about that will be forthcoming.

3. Annual Report

The annual report was handed out to the board. Page 39 lists the graduates for the school year. There were 129 CHSVT graduates and six others who received their diploma from their local high schools making the total 135, which is two more than last year. Page 35 shows the number of learning hours by campus. The numbers are down slightly from last year. Bob attributes the decrease in hours to the increase in hours needed outside of the classroom working on committees for the accreditation process. Page 32 shows that graduation plans continue to rise, implying that more students will graduate from CHSVT. Don asked why there were no hours for driver's education, even if they can't drive, they can still study the manual. Bob stated that Title 28, S120 removes driver's education from our curriculum. Page 17 lists all of the adjuncts and volunteers throughout the campuses. Bob would like to see the stakeholder base expanded through the use of adjuncts.

4. Special Education/Title I

Page 25 and 26 of the annual report is a review of special education and Title I. Mary reviewed the measurable outcome information about high school dropouts and students on IEPs earning credits and diplomas.

The legislature gave \$610,000, of the \$990,000 requested budget, to CHSVT to run special education programs. This budget will allow for a new special education position at Southeast State Correctional Facility which will cover the Southeast State and White River campuses, and a new position at the Chittenden Regional Correctional Facility, which will be shared with the Burlington Probation & Parole campus. A half-time Title I position is being created to cover the Bennington Probation & Parole campus. Tod Lessard, Correctional Instructor from Burlington, will be moving to Springfield and will be covering special education for the

Southern State Correctional Facility and Brattleboro Probation & Parole campuses. There is still not a special education position for the Barre Probation & Parole campus or Dale State Correctional Facility. There is already a shared position for St. Albans facility and street campus. The special education instructor at Marble Valley Regional Correctional Facility will be assisting with special education at the Rutland Probation & Parole campus.

Title I received an additional \$100,000 in funding this year. Currently we are exploring using it for transition programs.

5. Old Business

Blanche handed out copies of the Vermont Retired Teachers Association newsletter. She is creating a presentation about the two latest Beryle Gardner award winners, Gary Lescord and Jeffrey Bronson, for the annual meeting of the teachers association being held on September 27th. Blanche also inquired about the Beryle Gardner award and wanted to know how much money was in the account and how people could donate to it. Bob said that a check could be written out to CHSVT but it may take awhile for it to be cashed. There was discussion about how this process could be made easier. Rita Rhinehart has asked permission to nominate CHSVT for an award from the Retired Teachers Association on a national level.

Blanche has been asked if we track our students after leaving CHSVT. There has been discussion recently about finding ways to track students, possibly contracting with someone through the Title I transition funds.

Mary shared a success story about a student of John Cross' up at the Northwest State Correctional Facility who was disabled. Special automotive equipment was purchased for this student and now this student is enrolled in a vocational program at Vermont Technical College. Bob said that corrections likes that about CHSVT. Thousands of young men who would otherwise just be sitting around who are entitled and are being given skills to survive and succeed when they are released.

Blanche had several newspaper articles to share with the group. One was an engagement announcement from a former student. There were several articles about the women in Windsor, poetry readings and their construction program. Blanche feels that we should be sending certificates of appreciation to groups or organizations who help the school. One example, a VFW opened its doors for a graduation on a very hot summer evening so that they could have the ceremony in the air conditioning. Dwight also feels that the steering committee should be giving certificates of appreciation.

Bob shared a song with the board; that retired teacher, Tony Washburn, wrote and performed for a Northwest State Correctional Facility graduation after he retired. Steve read the lyrics to the board.

Blanche shared some ideas that were going to be or were happening at Marble Valley. An art project will include painting art palettes to be displayed at the local art gallery. Author Duncan McDougal from the Children's Literacy Foundation will be working with the

students. Books are donated to the students, they each record themselves reading the story and then the tape and book are sent to the families so that they can read along while listening to their father's voice.

Due to all the work still being done for NEASC, a discussion took place as to whether to change the October 4th, meeting from Brattleboro to Waterbury. It was agreed that it was a good idea if it was possible to schedule the Best Western. Sheila will look into it and get back to everyone.

Policy 389 is continuing to be addressed as well as special education issues. There is an interagency agreement to provide special education at the community campuses. More information about that will be provided at the next meeting.

6. New Business

Don Messier shared information from the last Chittenden Advisory Board meeting. The students at the street campus had decided to form a student council, so when questions arose such as when it was appropriate to listen to music in class, the students can get together and form expectations for that, as well as, other issues that arise in class. The board was very impressed with the students and their ideas. They plan on continuing with the council and meeting regularly.

Agenda Items:

MOU - Department of Corrections/CHSVT

School Approval

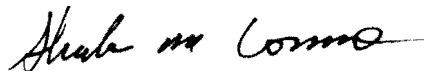
Standard 10 and Governance

Don asked about a single policy book and there was a brief discussion about how we could combine everything.

Blanche asked if we have heard about reappointments for the last position on the board. No word, but we will look into it.

Richard Fraser moved to adjourn the meeting at 11:55 a.m. Dwight Davis seconded it. The motion was called and the meeting adjourned.

Respectfully Submitted



Sheila Commo