

**COMMUNITY HIGH SCHOOL OF VERMONT  
STATE BOARD ANNUAL MEETING  
MINUTES  
Tuesday, October 13, 2015  
Department of Corrections  
White Cap Business Park  
Williston, VT**

**Approved**

State Board Members Present: Dan Alcorn, Chair; Carol Bokan, Sarah Flynn, Richard Fraser, David Luce, Secretary; Brian Vachon, Offie Wortham

State Board Members Absent: Jason Gibbs, Vice-Chair

CHSVT Administration Present: Wilhelmina Picard, Director, Corrections Education; Sheila Sayah, Administrative Services Technician

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

**Approval of Meeting Minutes**

**Richard Fraser made a motion to approve the meeting minutes for September 8, 2015. Sarah Flynn seconded the motion. The meeting minutes were approved.**

**Discussion Items**

**a. Election of Officers**

**Dan Alcorn volunteered for the position of Chair**

**Jason Gibbs volunteered for the position of Vice-Chair (Dan spoke for Jason in his absence)**

**Dave Luce volunteered to remain in the position of Secretary**

**Sarah Flynn moved to cast one ballot for all positions. Richard Fraser seconded the motion. The motion was approved and the election of officers passed as above.**

**b. Operating Principles – Jason Gibbs**

**Sarah Flynn moved to table the discussion about Operating Principles until the next meeting as Jason Gibbs was not able to attend the meeting today. David Luce seconded the motion. The motion was approved.**

**c. Processes Regarding Budget Issues**

There was a discussion about a proposed Lobby Day at the capitol the first few weeks of the legislative session. The Board discussed setting up a display with brochures, video, the Annual Report, etc. Dave volunteered to contact the Sgt. of Arms for possible dates. Other ideas: Former students, recidivism data, #s of industrial credits, workforce readiness, teachers. Will continue discussion at next meeting.

Wilhelmina will send FY'16 budget information to the Board. The number of resignations is helping with the budget as many of the positions are not being filled. It is not known yet, if there will be a need for additional cuts for the new budget.

There was an update and a brief discussion about the decision by the legislature to allow for community students, involved in alternative justice programs, to receive educational services at our community campuses. Wilhelmina shared that there has not been any developments as to how these students would be funded so the program has not been implemented.

### **Other Business**

Wilhelmina shared some ideas of what the brochure or pamphlet of CHSVT might look like. There was a discussion of what else could be added. Wilhelmina hopes to have a sample to share with the Board at the next meeting.

There was a discussion about the fact that many of the newer Board members have never visited the campuses and the need for tours of the campuses and facilities. There will be future discussion about multiple field trips to visit facilities as well as the VCI shops.

Wilhelmina recently met with the Superintendent of Southern State and had a conversation about some ideas for more vocational programming. The proposals will be shared with the Board when they become available.

### **Items for Next Meeting**

View Book  
Operating Principles  
Lobby Day  
Campus Visits

### **Next Scheduled Meeting**

Tuesday, November 10, 2015 Central Office, Williston.

**David Luce made a motion to adjourn the meeting and Richard Fraser seconded the motion. The meeting adjourned at 10:40 a.m.**

Respectfully Submitted,

Sheila Sayah