

**COMMUNITY HIGH SCHOOL OF VERMONT
STATE BOARD ANNUAL MEETING
MINUTES
Tuesday, April 9, 2013
Vermont School Boards Association
2 Prospect Street
Montpelier**

Approved

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

State Board Members Absent: Julie Breton, Jason Gibbs, Patti Komline, Andy MacIlwaine.

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

CHSVT Administration Absent: Dana Lesperance, Career and Technical Education Chief.

Local Advisory Board Members Present by Phone: Don Luman

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

New board member, Patti Komline could not make it today as she was needed on the floor of the legislature for a couple of bills. She is looking forward to meeting everyone at the next meeting in May.

Approval of Meeting Minutes

Sheila made one change to the minutes pertaining to information she misunderstood at the last meeting in regards to the number of jobs being created at the Chittenden Regional Facility for the garment industry program.

George Cross entertained a motion to approve the March 12, 2013 meeting minutes. David Luce accepted the motion and Richard Fraser seconded the motion. The meeting minutes were approved as amended.

Administrative Reports – Updates

Wilhelmina -

A busy month prevented the Administrators from creating an Admin Report prior to this meeting. Wilhelmina gave a brief summary of the past month.

In a collaborative effort between CHSVT and DOC, a barbering program was created at Northwest State Correctional Facility. Five students received a state licensure certification to be able to cut hair in the facility. This program will save over \$100,000 in haircutting contracts for the facility. Another training in six months is planned.

A new culinary program is being planned. A kind of “culinary boot camp” that would be about three months in length.

Wilhelmina met with new board member, Patty Komline. Patti is very excited to be on the board.

Wilhelmina met with AOE Director of Special Education, Alice Farrell as well as with Troy and Dana to discuss moving away from Speddoc and incorporating special education into the graduation plans. Dana, Troy and Wilhelmina are putting together a prototype of their ideas for Alice to look at.

Wilhelmina met with David Barudi, from AOE, about federal changes in Title I funding that will be affecting the way some of our faculty are paid.

Troy -

Troy and Dana met with the Special Educators to discuss creating a more inclusive model of services for students.

The DOC is working toward creating a single complex for the Northeast Regional Facility and Caledonia Community Work Camp. Troy and Dana are working with the teachers to create a smooth transition.

Jerry –

The Plate Shop press has been ordered.

At Chittenden Regional: The equipment has been ordered for the new garment industry and should arrive in about two weeks. The office has been set up and Vermont Works for Women has been working through the hiring process with potential workers. The plan is to be training new employees by the end of May.

Met with BGS (Building and Grounds Services) Print Shop to work toward a better relationship with collaboration, pricing and resources.

Action Items

- a. **Curriculum Framework Recommendation** – Proposal: Coordination, Continuity, and Consistency: Community High School of Vermont Curriculum Framework. **Carol Bokan entertained a motion to accept the Curriculum Frameworks, the Universal Design, and the addition of the MAGIC (Making Academic Goals and Introducing CHSVT) class. Richard Fraser seconded the motion.** Discussion continued about student portfolios, prior learning, and career readiness. **The motion was approved.**
- b. **Industry Certification Recommendation**– Proposal: Corrections Education is committed to increasing the living, learning and working skills of those associated with its programs. All programs are integrated with academic, social, and work components that enhance and support other elements. All technical education programs now have associated Industry Certifications that carry with them National Certifications. The industry programs are moving toward the same structure and will be in compliance within the next two years. **Dave Luce entertained a motion to approve the above proposal and Carol Bokan seconded the motion.** Discussion continued about state-wide availability of all certifications.

- c. **Referral Form Recommendation** – Proposal: The Community High School of Vermont, effective 2/22/2013, will refer students who do not fall under the authority of the Department of Corrections to Learning Works, Vermont’s Adult Education and Literacy System. In order to do this in a systemic manner, the Community High School of Vermont will complete and submit a Referral to Learning Works. Data will be collected and reported to the Senate/House Committees as requested by Senator Dick Sears on April 3, 2013, in January 2014. **The Board has also requested that the same information be sent to the Board. Richard Fraser entertained a motion to accept the recommendation as amended and Dave Luce seconded the motion.** Discussion continued about the process that will be followed to ensure that prospective students get connected with the appropriate education agency.
- d. **Corrections Education Restructure** – After a discussion about reorganization possibilities, George suggested that the plan be put back on the agenda for the next meeting as the reorganization evolves.

Discussion Items

a. **Where do they come from?**

Wilhelmina shared a handout and graph that shows which high school our students last attended between July 2010 and March 2013.

b. **Legislative Updates**

George shared a budget narrative of current legislative proposals. The budget will not be final until the end of the legislative session.

c. **Question from Local Advisory Board Member**

Don Luman asked about whether or not there is support from parole officers with encouraging mandated students to attend school. There was a brief discussion and it was decided to add the issue to the next board meeting agenda so more information can be gathered and shared.

Items for next meeting

1. VCI Updates (including CRCF)
2. Student Information System (demo)
3. Continued updates on restructure
4. Legislative updates
5. Approve April minutes
6. Career and Tech. Ed. Update
7. Reorg Action Item
8. PO’s Expectations

Next Meeting

Tuesday, May 14, 2013. Place to be determined.

Richard Fraser entertained a motion to adjourn the meeting and David Luce seconded the motion. The meeting adjourned at 11:45 a.m.

Respectfully Submitted
Sheila Sayah