



**VDC MEETING**  
**May 5, 2005**  
**VT Institutes @ VT College**

**1:00-3:00**     **VDC Board**  
**3:00-3:30**     *Executive Committee*

[vermontdata.org](http://vermontdata.org)

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## **AGENDA**

1. Welcome, attendance
2. Changes to the agenda
3. Accept April 7, 2004 minutes, including executive committee minutes
4. Review April 17 VDC/DOE meeting
5. Review/accept MOU 2<sup>nd</sup> draft
6. VDC/DOE Project Team Report
  - a. Data discovery update
  - b. Policy meeting May 17
  - c. EDW data model
  - d. Professional Development
    - i. TD Training- July 25-28
    - ii. TD Training- Sept. 6-9
    - iii. VDC-led Training – Week of August 15<sup>th</sup> (2 days covering Basic and Advanced)
  - e. .5 FTE VDC Job Description, hiring timeline, committee
  - f. Liability for employees & board members
  - g. Local data collection tools: Mazik update, FitnessGram, other....
  - h. Possible issue with Technical Centers
7. Treasurer's Report
  - a. Year to date report
  - b. Budget planning
    - i. Cash flow schedule
8. Employee Evaluation discussion (how, who, when, etc...)

### **Executive Session 3:00-3:30**

1. MOU with LAPDA for office space

RSVP regrets or ILN attendance please