



**VDC MEETING**  
**June 1, 2006**  
**Vermont Institutes**

**1:00-3:00 Board Meeting**  
*All Board members welcome to attend*

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

**VDC**  
**110 East State St.**  
**Montpelier, VT**  
**05602**  
**Ph. 224-9110**  
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**NO ILN AVAIL.**

<b>AGENDA</b>	<b><u>Start at</u></b>	<b><u>Time</u></b>
1. Welcome, attendance	1:00	5 minutes
2. Changes to the agenda		3 minutes
3. Accept May 4, 2006 minutes		2 minutes
4. Accept letter of resignation		
5. Revised Policies & Procedures	1:10	15 minutes
a. Board Member Access		
b. Procedure For Data Loading Priority, Iterations, Etc		
c. Lapse Of Membership		
6. Treasurer's Report	1:25	20 minutes
a. FY 06 Report		
b. Adopt FY 07 budget		
c. Finalize FY 07 pp cost		
d. Timeline for sending out FY 07 Partnership Agreements		
7. VDC Staff Report	1:45	20 minutes
a. Hiring update Executive Director		
b. Contractor/employee status		
8. Project Team Report, including	2:05	30 minutes
a. Local data warehouses		
9. Grant/Professional Development Report	2:35	15 minutes
a. Plans for spending down grant		
10. Other	2:50	5 minutes
11. Items for next meeting	2:55	5 minutes

**Executive Committee Retreat      June 13      11:30-4:00**

1. Set new VDC indicators
  - a. Revise brochure
2. Five Year Plan
  - a. Budget
  - b. Licensing
  - c. DOE partnership
  - d. Staffing
3. Policies
  - a. Finalize if necessary
4. Set XD task priorities
  - a. Organize VDC office/documents
  - b. Review task lists for contractors
  - c. Assign tasks as needed
  - d. Communication Plan
5. Plan & Transition
  - a. New officers
  - b. Refresh board members
  - c. Contact new member reps
  - d. Member transitions: new, old, departing
6. Communication
  - a. Members
  - b. Field
  - c. Superintendents