



VDC MEETING
August 10, 2006
1:00-3:00
At Vermont Institutes
 vermontdata.org

110 State Street
 Montpelier, VT
 05602
 Ph. 888-1105
 Fax 888-5734
 ILN 53518

Minutes

	VDC SU	Directors	Directors Present	Exec. Comm. Present	Other Rep(s) Present
1	Addison Central	Patricia Aigner, Co-President		X	
2	Addison NE	Lauren Parren			
3	Addison NW	Bob Owens, member-at-large		X	
4	Chittenden East	Steve Jarrett			
5	Chittenden South	Jude Newman			
6	Essex Caledonia	Steve Sanborn			
7	Franklin Central	Diane Lemieux,			
8	Franklin NE	Mary Helen Hart			
9	Franklin NW	George Raynak	X		
10	Lamoille North	Terry Bailey	X		
11	Lamoille South	Bill Kimball, President		X	
12	Orange East	Dotty Danforth			
13	Orange North	Todd Ponto, Treasurer		X	
14	Orange SW	Brent Kay			
15	Orleans Central	Jeffrey Everitt			
16	Orleans ENSU	Richard Smith/Jeff Everitt			
17	Orleans SWSU	Jeffrey Everitt			
18	Rivendell	Hank Plaisted, member at large			
19	Rutland SW	Chip Baldwin			
20	St. Johnsbury	Beth Cobb			
21	South Burlington	Steve Webster			
22	Southwest VT	Jim Boutin			
23	Springfield	Doug Holcomb			
24	Washington Central	John Dudley			
25	Washington South	David Bickford/ Brucie Donahue			
26	Washington West	Aria Benjamin			
27	Windham Central	Jil MacMenamin			
28	Windham NE	Chris Kibbe, member-at-large			
29	Windham SE	Paul Smith/JE			
30	Windham SW	Curtis Carroll			
31	Windsor SW	Linda Waite/			
		# Directors present:			

Partner	Rep	Present
DOE	Denise Sanders	
VDC	John Ferrara	x
VDC		
Tetra	Sandy.Donnie,Leslie	

1. Welcome, attendance 5 min
2. Accept June 2006 minutes 5 min.
3. Treasure Report 5 min.
 - a. Todd is treasurer. We are moving fiscal agency from LSSU to LAPDA
 - b. \$163K from last year and 45K in checks that need to be deposited
 - c. July expenditures---employee salaries and a server
 - d. We should invoice everyone for the VDC around September 15th with 45 to return payment.
 - e. In the fiscal statements in the revenue report, it lists the SU name. Look under the received to data column to see what you have paid.
 - f. Rutland Windsor needs to receive an agreement and invoice.
 - g. We are up to 34 members.
4. Update working with Brian O'Regan, Executive Director – 15 min.
 - a. Two half day meetings with executive board.
 - i. Met twice with Brian.
 1. Discussion of organization
 2. Discussion of position 60%
 3. We are working with LAPDA to hire a shared administrative assistant
 4. Discussion of the role of the board
 - a. Goals of the VDC
 - b. Key indicators of success
 - c. Provide more professional development in meetings
 - d. Move the meetings around
 - e. Develop user groups---this is on George Raynak's list—we need a more regional approach
 - ii. Will do it again with the entire board
 - iii. He met with the staff and has already accomplished some important work around health insurance for employees
5. VDC Positions Update 10 min.
 - a. Offer from DOE to fund (via a grant) a full time position for 1 year to get data in the warehouse
 - b. VDC is developing a position description with a focus on helping the field to get data ready and provide training
 - c. George will post the job description and Brian will conduct hiring
6. Update on local warehouses 25 min.
 - a. Construction
 - i. Six local warehouses have moved to live production

- ii. With the version of the TetraData 5.4 software we can see the IDM, along with security enhancements that coincide with FERPA
- iii. NECAP will be arriving around the start of school
 - 1. Eventually NECAP will include the released item level, but not right away
- iv. NSRE will be later since the department has not received the files yet
- b. Timeline discussion for local data
 - i. George is working on trainings and user groups
 - ii. Twelve SUs were contacted and will have data ready for the fall --- we are waiting for data from SUs---they need to provide it so that we can meet our goals for warehouse builds
 - iii. Existing warehouses are working on refreshes
 - iv. The Tetra contract is running through September and that is a priority
- 7. Using local and state data to improve instruction (ACSU example) Patricia Aigner 45 hour
Patricia Aigner, ACSU and George Raynak, VDC demonstrated some queries and discussed the professional development they provided for ACSU administrators using local and state data.