



**Minutes**  
**VDC MEETING**  
**September 06, 2007**  
**1:00-3:00**  
**VDC Offices**  
**Montpelier, VT**  
**vermontdata.org**

#### Introductions (Bill)

#### Treasurer's Report (Amy)

- Proposed Revised FY08 Budget was reviewed.
- \$37,000 for FNSWU is cut in half. George Rynak reduced from 50% to 25%.
- 75k from DOE may be used for Tetra fee.

#### Staff Updates

- Bill summarized history of VDC and partnership with DOE.
- VDC and DOE are in early stages of planning to give access to EDW to all VT schools.
- Joint Statement with DOE is a commitment to talk.
- No fee this year for current members.
- More talks scheduled with Brian O'Regan and Richard Cate.
- What will VDC look like if DOE doesn't provide adequate capacity?
- Questions remain about the details on how things will look.
- Local warehouse is priority for VDC this year.
- Fee structure for services needs to be revisited

#### Incorporation process (Amy)

- VDC is currently under LAPDA; not okay with auditors.
- VDC needs a new name.
- Executive Committee will revise by-laws and bring them back to the board for a vote.

#### Technical Updates (John)

- Data Loads
  - Approximately 12 districts have submitted local data, in different stages.
  - Less local extracts were submitted over the summer than expected.
  - Districts have limited capacity and personnel to work with the local data.
  - VDC gave assistance to districts, including site visits for some.
  - Common District Model was explained.
  - Contents EDW and local warehouse was reviewed.
  - There are plans to expand local model to include more objects (additional demographics, standards based report card, attendance, discipline, program

intervention(most popular), 4 more generic assessments, specific objects for certain assessments, portfolios)

- A district could just start with one school and one assessment, if they want.
- Additional assistance is available on VDC website.

- Classroom Analyzer

- Classroom Analyzer is 90% functional on development environment.
- Should it be rolled out to all teachers or a limited audience?
- It is important to make sure it's working before it is put in front to teachers and administrators.
- Technical fixes and district needs will influence the date it will be ready.

#### 2007-2008 Meeting schedule

- Change to quarterly business meetings and monthly Professional Development was discussed.
- Members were encouraged to bring others to PD meetings.
- Could there be more frequent business updates?
- Telephone and video conferencing is being investigated.
- Electronic voting will be used.
- Bill made motion: Hold VDC meetings 1<sup>st</sup> Thursday of each month with dates of quarterly business meetings to be determined. Motion was seconded, voted on, and passed.
- Efforts will be made to alternate with a southern location.
- There will be a survey of Professional Development needs.

#### Nominations

- There is a vacancy for Treasurer.
- Co-chair and Secretary are willing to let others have opportunity.
- Nominations will be taken for 3 available positions, and there will be an electronic vote.
- Send nominations to Bill Kimball by 09/14/07.

#### Profession Development (John)

- NECAP Released Items will be added to EDW.
  - Will be able to get results by NECAP Grade Level Expectations, VT Grade Expectations, Response credit. . .
  - 2007 results should be available 2-3 weeks after paper reports.
  - 2006 released items should be available before that.
- New Objects in already in Production
  - New Achievement Level Grouping of Proficient and not Proficient have been added.

- Optional NECAP Groupings have been added.
  - Test Level has been added, so you can see what OOL test students took.
  - Favorites will be added in the future.
  - It is good to have NECAP booklet with you when view NECAP data.
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- Ways to get data out of system
  - Open in Word
  - Open in Excel
  - Copy Data to Clipboard
  - Save as CSV

**Attendance  
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	<i>VDC SU</i>	<i>Directors</i>	<b>Directors Present</b>	<b>Exec. Comm. Present</b>	<b>Other Rep(s) Present</b>
1	Addison Central	Patricia Aigner, Co-President		X	
2	Addison NE	Lauren Parren			
3	Addison NW	Bob Owens, member-at-large		X	
4	Caledonia North	Vicki Scheufler			
5	Chittenden East	Steve Jarrett			
6	Chittenden South	Jude Newman			
7	Essex Caledonia	Steve Sanborn			
8	Franklin Central	Diane Lemieux,	X		
9	Franklin NE	Robert Gervais	X		Mary Helen Hart
10	Franklin NW	George Raynak			
11	Lamoille North	James Woodard			
12	Lamoille South	Bill Kimball, President		X	
13	Orange East	Wendy Hovey, member at large		X	
14	Orange North				
15	Orange SW	Brent Kay			
16	Orange Windsor	David Webb	X		
17	Orleans Central	Jeffrey Everitt	X		
18	Orleans ENSU	Richard Smith/Jeff Everitt	X		
18	Orleans SWSU	Mark Andrews	X		
19	Rivendell	Hank Plaisted, member at large			
20	Rutland SW	Chip Baldwin			
21	Rutland-Windsor SU	Ann Margaret McKillap	X		
22	St. Johnsbury	Rick Mallon			
23	South Burlington	J. Canning	X		
24	Southwest VT	Jim Boutin			
25	Springfield	Doug Holcomb			
26	Washington Central	Jeff Arey			
27	Washington South	Bruce Donahue	X		
28	Washington West	Aria Benjamin, Secretary	X		
29	Windham Central	Jil MacMenamin			
30	Windham NE	Chris Kibbe, member-at-large			
31	Windham SE	Paul Smith/JE			
32	Windham SW	Curtis Carroll			
33	Windsor SW	Rick King			

# Directors present:

<b>Partner</b>	<b>Rep</b>	<b>Present</b>
DOE	Denise Sanders	X
VDC	John Ferrara	X

VDC	Amy Cole	X
VDC	John Forguites	