



VDC MEETING
September 1, 2005
Vermont Institutes ILN Room

1:00-3:00 Board of Directors

vermontdata.org

VDC
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NO ILN AVAIL.

NEXT MEETING: 1st Thursday of Month, September 1, 2005, Vermont Institutes, VT College

	VDC SU	Directors	Present	Other Rep(s) Present
1	Addison Central	Patricia Aigner, Co-President	x	
2	Addison NE	Lauren Parren		
3	Addison NW	Bob Owens		
4	Chittenden East	Steve Jarrett,		
5	Franklin Central	Diane Lemieux, President	x	
6	Franklin NE	Mary Helen Hart		
7	Franklin NW	George Raynak	x	
8	Lamoille North	Aria Benjamin	x	
9	Lamoille South	Bill Kimball, Treasurer	X	
10	Orange East	Dotty Danforth	X	
11	Orange SW	TBA		
12	Orleans Central	Jeffrey Everitt		
13	Orleans ENSU	Richard Smith/Jeff Everitt		
14	Orleans SWSU	Jeffrey Everitt		
15	Rivendell	Hank Plaisted, member-at-large		
16	Southwest VT	Jim Boutin		X Marcia Noyes
17	Springfield	Jude Newman		
18	Washington South	David Bickford		X Brucie Donahue
19	Washington West	Edie Beatty, Secretary	X	
20	Windham Central	Neil Manders		
21	Windham NE	Chris Kibbe	X	
22	Windham SE	Paul Smith		
23	Windsor SW	Linda Waite		

Directors present: 10 X or ILN = directors present

Partner	Rep	Present
DOE	Denise Sanders	x

Other	Present
VDC John Ferrara	x
VDC Bryant Patten	

MINUTES

1. Welcome, attendance

VDC called to order at 1:10 PM at the ILN room , VI.

Introductions were made of all

2. Changes to the agenda

Additions #9 and #10 were made.

3. Accept August 4, 2005 minutes

Brucie moved; Bill seconded.

Approved unanimously.

4. Membership Update

23 SU's are members; represents an increase of 3 SWVT, ASWSU, OCSU

Bill and Bob presented to/had conversations with: SU's South Burlington, Caledonia North SU, and one or two others.

5. Budget Update

Received expenditures and revenues, see reports attached.

DOE has promised grant, but not received it yet.

CFG funds – Everyone awarded 15%, SDE's quarterly, can show bill from VDC

Works differently in each SU, essentially we need to work with our CFG coordinator in district.

After September 30th, SU's can get SDE in and then money flows back to SU.

Three SU's paid upfront in the spring.

Many others are "in the works."

Dotty reported that no grants were approved initially, so all went back with revisions.

Title IID funds are to be competitive – one more round, at least, though reduced.

Could pay DOE 130K today, would leave us enough to operate through December. Need to stay on top of the CFP payments from LEA's.

Bill reviewed briefly his report. (See report.)

DOE payment – Invoice is forthcoming, and will be paid upon receipt in a reasonable timeframe.

Motion by Brucie, seconded by Chris, and approved unanimously.

6. Project Team Report, including

a. EDWA status

Testing in development, must align with testing in implementation – working on that
Security work is in progress, training received last week.

Conditional sample size comparisons still being worked through re: security, global is OK. FRPA performance data also not working yet re: timelines, future/after students leave your jurisdiction; past OK. Once they're in your district, they're yours, but when they leave, you do not have access (current report.) We want longitudinal analysis. Are consulting with DOE legal staff to get this right.

Resolving issues about “what you see” on the object panel – then will move to “how you see the data.”

Tetra is continuing to resolve other issues as Denise and Co. uncovers them.

YRBS /quality control data are being entered in – near but not at 100% perfection 99.5, but not 100. Striving for .1% error, but human error will always be there.

Staff are also seeing ways to make the system more useful and usable for us – will be constantly changing.

George compliments John and Co. on making these tables more useable. Tetra has been open to our suggestions and changes.

Just won't have all of these pieces worked out for the first roll out, but will soon.

Honor system for first rollout.

Reports – Tetra Data is creating predefined reports and custom reports.

b. Training update

What's happened since last meeting?

Finished the first train the trainer session, and a DOE training session.

Bill Kimball led his admin team through a training.

Another one was held, for mixed SU and DOE.

Next week is 2nd TETRA train the trainer training.

Finalized some follow up trainings, Sept-Oct, Addisons, Franklins, and Windhams

John, Denise, Brucie and George will receive more training for creating dynamic reports, a step toward VT being self sufficient, and not dependent on contractor.

Initial training prompts

- discussion back at the district, as to priority uses, reports, functionality...

Also seen

- the need (in training) for a data warehouse that's not VT data, to focus on learning all of the data warehouse
- then, the need for VT data training to bring it home

Also, a Help system, data sets, help files, where users need some resources for assistance during use
What are the fields, elements, attributes, object levels? Then, for example, what are the inclusion/exclusion rules/criteria?

General guides for using the VDC, and user manuals for training

October 4th – double booked

How many days does it take to train an Admin Team in VDC?

Bill – It depends – probably more than three days (do not need to be contiguous.)

Need to connect to the VB training.

As multi district trainings occur, it would be nice to invite members from districts currently sitting on the fence about joining with the VDC. (Have an ambassador for that visitor.)

c. Policy update

John – document out this AM, in final draft, really polished

Acceptable uses of the warehouse.

d. VDC Office

Update on office - right across the street, 110 East State Street, mobile lab in there and a desk, more to do.

VDC upstairs; LAPDA and VT READS downstairs.

Offer from CT to collaborate – they’ve been working on this for some time, statewide project with Tetra, independent of the state DOE and not connected statewide.

7. Grant/Professional Development Report

In the process of planning days for VDC and DOE with Vicki Bernhardt

November 9 or 10

December 13, 14 and 15, 16

11/9, 12/15, 12/16 and 11/10, 12/13, 12/14

VDC has a 75K grant from Title IID is for professional development.

Also considering a “Summit” to showcase VDC and its progress, but food estimates are expensive enough to make this tight. See accompanying spreadsheet of Diane’s. Discussion about logistics ensued, as well as about team makeup. Think train the trainers. Looking for a real hands-on, application workshop. Day 1 is more introductory, but still participatory in teams; Days 2 & 3, Vicki would sit down with each team and individualize, more team time, more real work, analysis.

So, in an ideal world, Vicki day 1, then some tetra training in district, minimum a day, or two halves, then Vicki days 2 & 3, then continued learning...

Intent of the grant – support Brucie’s time and professional development.

Vote to accept the general framework for the Vicki training

Edie moved, Patricia seconded. Unanimous.

8. Discussion of future business being handled by VDC Executive Committee

Harder and harder to get people to come to meetings, need a quorum, and don't know the future of the ILN, or its replacement. Steve Jarrett has resigned from Exec Comm., so we have an additional vacancy to fill for the Executive Committee. EC meetings are open to all.

Diane has explored costs of teleconferences – estimated be 132., for a 2 hour meeting with 5 connections via Quest teleconferencing.

Motion: Brucie moved that the VDC authorize the Exec Comm to be the decision making body for the Consortium [in the absence of a quorum] as per the bi-laws. Withdrew her motion. Diane will send us the language of the bylaws. Note understanding that it is the case that the bylaws already support/allow for this.

Discussion: Bill says this is done in other similar groups.

George: Clarification – is this in absence of a quorum? Or in general?

Discussion

a. Fill Member- at- Large vacancy

9. Discussion of John's evaluation from last year

Suggest that the Exec Comm review John's evaluation and act on same.

10. Our presence at the VT FEST, VSBA, VSA.

We've been invited to present at the VT FEST and at the VSA.

Yes to VSA. VSA is the power players who will decide to join, not join or withdraw from the VDC. In conversation with Winton Goodrich, no vendors, and they do want to work with us.

Yes to Fest... can do a presentation, not a vendor. Could divide the effort among members. Sensitive to costs with VitaLearn – November 3, requested.

VSA – November 4

11. Other

Bob Owens

Diane moved Bill seconded;

Approved by unanimous vote.

Chris Kibbe

Brucie motion, Diane seconded

Unanimous! Great news, thank you!

Bill moved to adjourn at 3:21PM Chris seconded. Unanimous.