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MINUTES from the

Vermont Principals' Association Executive Council Meeting

Friday, November 1, 2013, 10:00-3:00 at the VPA Office, 2 Prospect Street, Montpelier
Finance Committee meeting at 8:30

10:00 Welcome and member check in Dean Stearns

The meeting as called to order by president Dean Stearns at 10:13 a.m. In attendance were the following people: Joan Cavallo, Shaun Pickett, Becky Read, Tom Bochanski, Beth O'Brien, Lissa McDonald, Bill Anton, Dean Stearns, Wayne Howe, Pat Burke, Jeff Moreno, June Sargent, Andre Messier (arrived at 10:25), Bob Johnson, Dave Cobb, Ken Page, Ed Webbley (arrived at 11:50)

Absent: Bill Rivard

Dean checked in with members; Ken shared story from 40th anniversary trip to Ireland and Scotland

10:15 Minute Approval from August 1&2 Meeting at Killington Dean Stearns

June Sargent moved to approve; seconded by Lissa McDonald. Approved unanimously

10:20 To Do List from August 1 & 2 Meeting Ken Page

In reviewing the "to do" list from the August 1&2 meeting, Ken asked Dave Cobb to brief the board about interim candidates for the Professional Learning and Support Committee (PL&S). The following slate of interim candidates was presented:

Stacey Rice, principal of Burke Town School; Kristen Hubert, Northwest Primary School in Rutland City; Bonnie Poe, Part Time principal of Fletcher Elementary School; Tom Marshall, Assistant principal of Oxbow HS; Angela Stebbins, Principal of St. Albans Town Educational Center; Catherine Knight, Principal of Rochester School.

Dave noted that these candidates will join former EC members: Laurie Singer, Madeline Young and Bonnie Johnson-Aten to make up nine members of the 11-member committee. There are two remaining spots to be filled.

Wayne How moved to support this slate of candidates. This was seconded by Joan Cavallo and approved unanimously.

Regarding the follow up

"Lissa McDonald and Beth O'Brien to join ML Workgroup," Dave Cobb informed the EC of the November 18th meeting for Middle Level Athletic Directors at the VSBIT office item: in Berlin. Dr. Matt Gammons from the VPA Sports medicine committee, and Denise Alosa from the Vermont Athletic Trainers. Coaches Evaluation will be a topic on the agenda.

June Sargent commented that high school athletic directors need to get information regarding new developments (such as concussion legislation) out to elementary schools in a timely manner.

A discussion ensued by several EC members. Pat Burke pointed out that we need to be pushing out the numbers: How many schools have certified Athletic Directors? How many schools have athletic trainers? We all need to be a part of the positive conversations about risk management.

Wayne Howe supported the points made by June Sargent. Bill Anton asked about elementary schools that don't have sports. Their sports are usually sponsored by by rec departments of the town. Joan Cavallo pointed out that risk management is minimized while in school, but she asked if town recreation departments also consider this.

Ken pointed out that safety and risk management was an important and timely topic at our summer and retreat and is still important to members now. He pointed out that this seems to be an issue that EC want to continue to discuss.

Dave Cobb inquired about Beth O'Brien's and Lissa McDonald's involvement on the ML Activities Workgroup. Both of them said they were interested in continuing on the committee.

10:25 Appointment of interim members of Professional Learning and Support Committee Dave Cobb
(Done)

10:30 VPA Policy Project OVERVIEW Dean Stearns & Ken Page
VPA president Dean Stearns gave his rationale for why he believes that VPA project revision should be a priority for the EC for the next couple of years. He turned it over to ken, who organized an activity where people were asked to look at policies first by themselves, then with a partner and finally with two groups of two. To guide the work, groups considered these questions:

1. If you didn't know much about the VPA policies before today, what would your initial impressions be about the policies?
2. What did you read about that surprised you?
3. What did you read about that was confirming of what you already knew?
4. What did you read that seemed a bit confusing or needed more explanation?
5. Finish this: To make VPA policies more transparent, we need to...

10:45 Digging into VPA Policies (Think, Pair, Share Activity) Ken Page

EC Think Pair Share regarding VPA Policies

(This is our group share that was put on the side whiteboard)

What Should We Consider to Make Our Policies More Transparent?

- Evolution of organization is not addressed in policy (financial, philosophy)
- Not all policies deal with our functions
- Existing policies are regulatory (need to be more overarching (equity, access, fairness, safety etc.)
- Much of (current policy language) should be in procedures
- We don't have a policy of how we develop policies (no references in policy as they exist now)
- Right now, all we have is a mix of policy and procedures
- What we have now is graphically cumbersome
- If we have policies for clarity and transparency, we could do much better if we consider ease of access (example get where you want with only two mouse clicks)
- We need to state which part of policy is law. Also, we need to include legal references.

- Parts of our policies are contradictory

- Somewhere in policy, we should state that we respond to situations as it affects the student, that we are child centered

- It would be helpful on policies that are sports and activity related if we organized policies around pre-season, in-season, post- season

The work we did around policy spurred other thoughts with EC members. Joan Cavallo talked about making principals' jobs more respectful and respectable. She thought that whatever initiatives we took on, we should first and foremost try to raise the level of respect for the principalship.

11:15 Projects for the Year: EC Committees (Legislative, Steering, other)

Ken presented a list of initiatives that he would like the Executive Council to use as a springboard for determining work to be done in the near future.

12:00 Lunch with Secretary Holcombe and Aly Richards, Director of Special Projects and Intergovernmental Affairs in the Governor's Office

(I have invited Linda Shiller, our VSAC partner and Director of Career and Education Outreach, to join us for lunch)

Incoming Secretary Rebecca Holcombe joined us shortly after lunch. She was joined by Linda Shiller from VSAC. Aly Richards from the Governor's office was not able to attend. Secretary Holcombe met all EC members and explained a bit about her background. She spoke after lunch about income inequities as the civil rights issue of our time, of wanting to have a close working relationship with principals and with VPA, of the increased amount of testing, of trying to make the Agency of Education more responsive to the field, of getting improved results by doing it in an evidence-based way that was highly cost effective. Secretary Holcombe asked if she could join us when we meet with House and Senate Education Committees at our January EC Meeting.

Following the Secretary's departure, Linda Shiller from VSAC addressed the group and spoke of VSAC efforts to embed rigor into the curriculum. In particular, she referenced a grant to follow kids for one year out of high school. She said that she really appreciated her agency's work with VPA.

1:15 follow up from the summer retreat

(Done previously)

**1:45 Discussion and Approval of the Audit and parameters for '14-15 budget development
(The Finance Committee will have seen a draft of the projected revenue budget at 8:30 that morning)**

The VPA Finance Committee had previously met via phone conference call with CPA Sheila Valley on October 14th. The VPA Finance Committee also had met earlier today to review the current financials and to begin the budgeting process for the 2015 VPA budget. They had reviewed a revenue projection for the 2015 budget presented by Ken. This meeting will be followed up by a conference call to review the budget considerations questions posed by Ken at the finance committee. President Dean Stearns said he would like to have the meeting within the next two weeks.

2:00 Secretary Vilaseca

Shortly after 2:00. Current Secretary of Education Armando Vilaseca met with the Executive Council. He was accompanied by Robin Miller from the Vermont Department of Health and Lindsey Simpson, Physical Education and School Support Consultant from the Agency of Education. Secretary Vilaseca was seeking VPA support to conduct oral screening with 22 communities throughout Vermont. He asked VPA to sign a letter offering its endorsement of the concept of oral health screening. A number of discussions ensued regarding the passive consent, the active consent (where all students would be required to bring back a signed consent form in order

to be screened) or the choice for schools to seek one type of consent or the other. After a detailed discussion, June Sargent moved to support the concept about which type of consent to be used. She urged Robin Miller and Armando to include a detailed letter to parents giving schools the choice of which type of consent to accept. This was seconded by Ed Webbley and approved unanimously.

2:30 Update and follow up from Bob Johnson

At 2:40, Bob Johnson spoke briefly and told the EC that he was very tied up with details for tomorrow's "tournament Saturday."

2:40 Update and follow up from Dave Cobb

Next up was David Cobb, VPA Development Director, who updated the board about the PL&S committee and some considerations and thoughts about the 2015 leadership Academy. June Sargent urged the PL&S committee not to schedule important talks such as the concussion legislation talk at breakfast

2:50 Update and follow up from Ken Page

Ken Page asked the EC to act on a recommendation to offer VPA Guest memberships to the New Secretary of Education Rebecca Holcombe, to Jeff Francis, The Executive Director of the VSA and to Steve Dale, The Executive Director of the VSBA. Ken's originally suggestion included Affiliate memberships as well. However when there were questions from several council members, it became clear that this needed more discussion by the VPA staff before reintroducing it to the Executive Council. The motion to accept the Guest memberships was made by June Sargent and seconded by Ed Webbley. It passed unanimously.

3:10 Other Business

EC member Tom Bochanski recalled that the meeting with the House and Senate Education Committees last year had a bit of a griping tone. He urged fellow council members to make sure this did not happen this year when we meet with them. After some discussion, which include a suggestion by Becky Reed for more work electronically to identify in advance the issues before us, the EC asked president Dean Stearns and Executive Director Ken Page to carve out time on the morning of January 24th, so the EC could put more time in planning a productive and positive meeting with the legislators. This was agreed to by consent.

3:00 Adjournment

With no more business before it, Becky Read made a motion to adjourn at 3:16 p.m. This was seconded Andre Messier, and approved unanimously.