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**MINUTES from the**  
**Vermont Principals' Association Executive Council Meeting**  
**Friday, March 28, 2014, 10:00-3:30**  
**At the Riverside Middle School, 13 Fairgrounds Road, Springfield, VT**  
**Finance Committee meeting at 8:30**

**10:00 Welcome and member check in Dean Stearns**

President Dean Stearns called the meeting to order at 10:22. In attendance were the following:

**EC Members:** Dean Stearns, Joan Cavallo, Jeff Moreno, Wayne Howe, June Sargent, Tom Bochanski, Becky Read, Shaun Pickett, Bill Anton, Beth O'Brien

Absent were the following Pat Burke, Andre Messier, Ed Webbley, and Lissa McDonald

**VPA Staff:** Bob Johnson, Dave Cobb, Ken Page

**Guests:** Andy Paciulli, Heidi Lucas-Moccia, and Steve Sampson

**10:10 Minute approval from the January 23rd Meeting Dean Stearns**

Wayne Howe moved to approve the minutes from the January 23<sup>rd</sup> meeting as amended (spelling of Horace Mann). This was second by Becky Read and approved unanimously.

(Ken Page to direct VPA staff to post approved minutes on website)

**10:15-10:45 Follow-up from January 23rd Meeting including policy homework: "Where are there inconsistencies between the language of the new bylaws and the actual policies? (Dean will have follow up e-mail to all)**

Ken Page informed the EC that he had recently e-mailed all of them a draft of the 40+ page policies with a very-much cleaned up form (courtesy of editor Meg Page). He reminded members that president Dean Stearns had asked that all members look at the policies in terms of form, authority and roles and see if there were inconsistencies with the newly adopted bylaws. Tom Bochanski said he appreciated the cleanup of the policies, but it is still not clear about what is policy and what are procedures. He said the document is a real mismatch of stuff. He urged us to step back, do a categorization and then we will be able to delineate authority. Wayne Howe agreed and said that we need to look at the overall document. Said he tried to look to see what other nonprofit associations do. If there is going to be a smaller group continuing to work on this, he is interested. Dean Stearns reminded the EC that he also had in mind that we'd include human resources policies and financial policies as outlines in our financial policy handbook. June Sargent supported the idea of separating policy from procedures and asked why it was that so many procedures ended up in policy. Bob Johnson gave an historical perspective and said that much of the change in how we do things can be attributed to former Executive Director Ray Pellegrini came on board. VPA attorney was involved with quite involved with the rewriting of some policies. Ken Page read

some comments sent in my Lissa McDonald supporting the form revision work done by Meg Page and offering to be involved with further work on policy. Ken reminded the EC that he had with him some recent policy recommendations work done by the Activity Standards Committee. He said that what the ASC committee needs is timely approval of policies from the EC. Bob Johnson says that our meeting timing is a bit awkward and said that since the two committees do not meet together in February, there are limited times when ACS and EC can communicate about policies. Dean Stearns said that our organization is growing and that our policy work has not kept up with this. This policy work is an opportunity for us. Ken agreed informing the board that VPA now has much more contact with parents and the public. He said attorney Michael marks often talks about VPA having a public trust to run student activities for the State of Vermont, yet the increased involvement of the public consumes a lot of staff time and signifies a need for a broader public engagement policy. Joan Cavallo spoke in favor of separating policies from procedures and said there are clearly some additional policies we should have (supporting the need for a public engagement policy). Dean Stearns asked where we go from here. Tom Bochanski urged the committee to make sure that the work includes policy, procedures in rules, and he urged the committee to take the time it needs to do a thorough job. Ken Page suggested that a small group meet to think about next steps and to develop a plan to present to the EC.

In consideration to the policy revisions on Eligibility Limitations including Exceptions and Waivers, as recommended by the Activity Standard Committee, June Sargent recommended and Shaun Pickett seconded to accept the policy revisions as recommended. This was approved unanimously.

**10:45-11:10 VPA budget presentation (first draft) Finance Committee**

11:35: The Budget presentation was passed over because work had already been done earlier that morning by the VPA Finance Committee. See notes below:

The VPA Finance Committee consisting of Dean Stearns, June Sargent, Wayne Howe, Bill Anton, Tom Bochanski, Ken Page, Dave Cobb and Bob Johnson met this morning from 8:30 until 9:45 and received draft #1 of the budget as well as an overview of priorities of the VPA staff for FY 15. Rather than take additional time from the full meeting, the EC was content to have the finance committee take the lead on this. One important follow up is the request from Bob Johnson to include a stipended position in this FY 15 budget to cover services of a person to run track Coaching Education for VPA. Both Bob Johnson and ken Page were charged with coming back to the VPA finance Committee (conference call on 4-16 at 9:00 a.m.) to report out on cost implications of the program as well as a need for professional development for the person receiving the stipend. Ken was charged with calling CPA Sheila Valley to determine how to best represent this in the budget. From VPA Finance Committee earlier that morning: Bill Anton moved and Wayne Howe seconded to ask Bob Johnson and ken Page to follow up on questions about the Coaching education position and to report back to the VPA finance committee by their next meeting. Approved unanimously by vote of Finance Committee

**11:10-11:30 VPA Professional Learning & Support Committee Dave Cobb**

Dave Cobb gave his PL&S Update. He said the 2014 Leadership Academy plans are complete and that registration is now open. He also filled the EC in on plans for the Mental Health Summit at Topnotch on May 8 & 9, Service and Leadership Project grants including a showcase of student projects for May 2nd, the VPA Hall of Fame plans and ceremony on May 2<sup>nd</sup> and about several sponsorship activities. Dave also mentioned the work of Laurie Singer and other principals who have begun a principals-generated a standards based grading interest group. Lastly, Dave spoke of a new partnership with the Agency of Education around a workshop (possibly to be a series) on teacher evaluation. The initial meeting is to be

conducted by Duffy Miller and Bernie Cleland on August 8<sup>th</sup> at the tail end of the VPA Leadership Academy.

The Executive Council thanked Dave and the members of the professional learning and Support Committee for their very dedicated work.

### **11:30            “What will a new governance model being considered mean for principals?” Full EC**

Just before lunch Ken Page and Dean Stearns began a conversation with the Executive Council about the House Education bill, H. 883, the so-called Governance bill. Just about all EC members weighed in on this important piece of legislation. There were concerns expressed that this may indeed change the principalship. Ken Page read the motion of support from the State board of Education. He also read a draft motion that he wrote and express interest in having VPA offer a similar motion. Dean Stearns asked people interested in helping to craft this statement to work together over lunch. It was decided to pick this item up at the conclusion of the day's business

### **12:15-1:00       Lunch with some former Principal of the Year award winners**

We were joined by award winners Heidi Lucas-Moccia, Principal of Bellows Falls Middle School (2014 NASSP and MetLife Vermont and John Winton Middle Level Principal of the Year; Andy Paciulli, Principal of Academy School in Brattleboro and the 2014 Vermont National Distinguished principal of the Year sponsored by NAESP, and Steve Sampson, the 2014 NASSP and Virco Vermont Assistant Principal of the Year

### **1:00                2014-15 Principal of the Year Selection Process**

It should also be noted that two other award winners, Kristen Caliguri, Principal of Poultney Elementary school and the 2014 Henry Giaguque Vermont Elementary Principal of the Year and Tom Sedore, Principal of Spaulding High School in Barre and the 2014 Robert F. Pierce Vermont Secondary Principal of the Year were unable to join us. However to their and our credit, they still participated in the Selection process by reading applications and by scoring the applicants for the 2015 Principal of the Year Awards. The Executive Council and previous award winners worked to go over the criteria, scoring sheets and much good discussion about these very talented school leaders. *It should be noted that the VPA staff, previous award winners and Executive Council work cooperatively in this process of nominating and selecting Principals of the Year.*

- 1. Vermont Elementary Assistant Principal of the Year: Georgie Andrews from St. Albans City School**  
Motioned by Becky Read, seconded by Shaun Pickett, Approved unanimously;
- 2. NASSP and Virco Assistant principal of the Year: Steve Cone from Riverside Middle School in Springfield;** Motioned by, Bob Johnson seconded by Jeff Moreno, Approved unanimously;  
**NAESP National Distinguished Principal of the Year: William Anton, Dover Elementary School;**  
Motioned by Dave Cobb, seconded by Joan Cavallo, Approved unanimously;
- 3. Henry R. Giaguque Vermont Elementary Principal of the Year: Rosemary Fitzsimonds of Wardsboro Elementary School;** Motioned by Wayne Howe, seconded by Becky Read, Approved unanimously;
- 4. NASSP MetLife High School Principal of the Year: Bill Olson, Principal of Rutland High School;**  
Motioned by Becky Read, seconded by June Sargent, Approved unanimously;
- 5. Robert F. Pierce Vermont Secondary Principal of the Year: Ryan Parkman of Northfield Middle/High School;** Motioned by Dave Cobb, seconded by Wayne Howe, Approved unanimously;

**Vermont Technical Director of the Year: Dean Stearns, Director of the River Bend Career and Tech Center in Bradford;** Motioned by Bob Johnson, seconded by Becky Read, Approved unanimously;

6. **NASSP MetLife and John Winton Middle Level Principal of the Year:** It was decided to re-announce the award to encourage more applications and to give up until April 29<sup>th</sup> for receipt of additional applications. On May 2<sup>nd</sup>, when we meet for our last meeting of the school year, the Executive Council will consider the new nominations.

Following the process, there was interest expressed in revamping the selection process to make the materials received on each nominee more uniform and for the full executive council to do reference checks before they meet to select award winners. Tom Bochanski and Beth O'Brien expressed an interest in working to revamp the process and will bring a process back to the full Executive Council for careful consideration

2:30                    **Brief Updates: Ad-Hoc Committees: Legislative, Steering, Reports from Exec, Director, Assoc. Ex. Director, Development Director**

Bob Johnson announced that he had met recently with some parents and independent school representatives about their desire to participate in sports at their home school. An amendment about this had been considered for a Miscellaneous Education Bill, but was dropped recently in favor of continuing a dialogue with VPA. Bob told the Executive Council that he is committed to continuing to meet with this group to explore possible options. Bob also shared that former Northfield High School Baseball coach extraordinaire, Frank Pecora, will be inducted into the National federation of High School's Hall of Fame at their annual meeting in Boston on July 2<sup>nd</sup>.

Executive Director pointed out that he is enjoying his working relationship with new Secretary of Education Rebecca Holcombe. He said that she reaches out regularly to him to consider the principals' point of view. The Executive Directors of VPA, VSA and VSBA have regular Brown Bag Lunch meeting with Secretary Holcombe to consider items of mutual interest.

Before adjourning, the Executive Council took up again the issue of a statement of support for H. 883. Tom Bochanski offered this statement that he had worked on with Joan Cavallo for Full Executive Council Consideration:

**"The Vermont Principals' Association Executive Council is fully in support of the intention of House Bill H. 883. As we approach our 100th year anniversary we are keenly aware, now more than ever, of the need to modernize our state's public education governance approach. We see this proposed legislation as a first statewide step in improving learning opportunities for all Vermont students. Additionally, we acknowledge the need for all community members to continue to work together on all aspects of Vermont's public education system. We pledge our leadership, our experience, and our abilities as educational leaders to this vital ground-breaking effort."**

Becky Read made the motion to support the statement. June Sargent seconded the motion. The vote to support was 9-0-1 with Bill Anton abstaining.

**3:00 Executive Session to discuss personnel (if needed)**

**With no more business before it, the Executive Council adjourned at 2:50. Jeff Moreno motion to adjourn seconded by Shaun Pickett and approved unanimously**

**Next meeting: May 2, 2014 10:00-3:00 Capitol Plaza, Montpelier followed by the VPA Annual meeting at 3:30 followed by the VPA Hall of Fame dinner at 5:00**

Unfinished Business: We should have considered meeting dates for the next year. Under separate cover, I will be polling EC members and reporting the results to president Dean Stearns.

Respectfully submitted,

Ken Page  
Note taker

(Don't wait until May 2<sup>nd</sup> to submit corrections or edits please send comments and corrections to Ken ASAP)

**DRAFT**