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Vermont Principals' Association  
*Supporting Learners and Leaders*  
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## Minutes of the VPA Executive Council Agenda

Monday, November 16, 2015

VPA Office, Montpelier

10:00 Welcome, Introductions and Remarks Patrick Burke, VPA president

**The meeting was called to order by president elect Joan Cavallo at 10:08. The following members were in attendance:**

**Joan Cavallo, Lissa McDonald, Bob St. Pierre, Andy Paciulli, Dean Stearns, André Messier, Beth O'Brien**

**Others arriving afterwards Pat Burke, Tom Bochanski, Shaun Pickett**

**Absent: Bill Anton, Jeff Moreno, Wayne Howe, Amy Minor**

10:10 Approval of Minutes from August 6-7 meeting

**Approval moved by Dean Stearns, Seconded by André Messier. Approved unanimously**

10:15 Update on Interim Plan for fulfilling the functions of the Director of Development position

- Remarks from Annie Howell, Interim Coordinator of Professional Development
- Remarks from Linda Wheatley, Interim Coordinator of Marketing, Membership and Sponsorships
- Remarks from Bob Hingston, Interim Coordinator of Middle Level Activities and Athletics (Ad hoc committee report following lunch)

**Each of the interim coordinators gave the Executive Council an update about their position and about work they have done since being hired in early September. Joan Cavallo, remarked that it appeared that we have not “missed a beat” in moving to this expertise-contractor model. (This will be discussed further in the afternoon)**

10:45 **Following up on our summer exercise “Getting Aligned for the Future”** How does this affect our work plan? What is low-hanging fruit? How is this reflective of a VPA for the future?

**The VPA Executive Council spent time on this exercise and then had planned to look at the work via a Gallery Walk over lunchtime. For the record, here is a compilation of the stickies that members filled out:**

**“How does this affect our work plan?”**

- Personalization of VPA Membership through technology
- Make sure that EC has a rep on ASC and PL&S
- Bring Vermont, NH, NY and Maine into shared conversations and collaboration
- Regional Principals' meetings-need more areas designated than just two places-focus on one or two topics

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- More workshops on the application of Act 77-flexible pathways, PLP's, dual enrollments/vouchers
- Working together (all committees) should be an annual activity/agenda item in August
- The themes should be a part of each meeting-How do we know we are progressing?
- A way to be more proactive to our members especially when we will all be hit with the same circumstances
- Bring the committees together
- Promote continued growth at all leadership levels
- Increased networking opportunities

### What is low-hanging fruit?

- MyVPA app
- VSADA is a great organization. How can principals get invited to some of their events/activities?
- MyVPA
- Support principals w/o athletic backgrounds
- More structures for networking
- Use data to analyze VPA benefits for members
- Doing survey on all administrators to see who has a mentor
- More formal structures for networking
- Good budgeting process and procedures
- Looking at allocation of resources in a K-12 system
- Focus on membership
- Policy Development
- Schedule when school is not in session
- PLP-sharing successes and experiences
- Greet internships
- Structures that work
- Public relations
- VPA may want to look at local and national "twitter chats" as a place to insert ideas and views of principals
- Using activities to drive up followers-VPA social media could also help get clear communication out to communities
- VPA needs a stronger social media presence
- Encourage all principals to include VPA dues in their contracts
- Be clear what people get from their dues \$.
- Add: Mentoring under the second bullet "personalization"
- Establish networking structures through technology and face to face opportunities
- Regional meetings with a common structure—pool ideas and opportunities

### How is this reflective of a VPA for the future?

- Act 46 –part-time principals and combined principal salary/AD Assistant principal
- Superintendents need to support VPA and its programs (i.e. bring teams to Academy)

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- **Adjust technology sites to better meet needs. How do we make the sites more useable?**
- **VPA as a lobbying organization**
- **Conduct annual elementary school principals' summit or workshop with special topics of interest**
- **Can we meet our goals with the structure we have?**
- **Tighter effort with VSA and VSBA-join effort with students as the focus**
- **MyVPA is a start. I have some suggestions for another time**
- **We can be resources for each other! VPA can structure the time for this to happen**

11:15 VPA discussions on Adequacy Study: Evidence-based Judgment Panels  
Demonstrations: On-line Member Directory & Collaboration Tool and Educational Leadership Simulations

**Joan Cavallo, Patrick Burke, and Ken Page all participated in the Evidence based Judgment panels held the week of October 12-16. Because they had made significant progress in closing the achievement gap, Andy Paciulli's school, Academy School in Brattleboro was visited by a team from Picus Oden Associates. Previously, Beth O'Brien and her school (Montgomery ES) were also visited because they also had effectively closed the achievement gap.**

**There was a general discussion of the Judgment Panel process. All seemed to agree that, although interesting, there likely will be limited use this report to inform school staffing practices.**

11:30 VPA Relationship with our national organizations: Reports on Regional meetings: Andre Messier (NASSP); Wayne Howe (NAESP); Bob Johnson, NFHS Section 1; Ken-regional meetings

**André informed people of the imminent passage of ESEA, Ken informed people that he and Wayne had gone to Monroe Township NJ on November 6-8. Featured was Ken Spero the creator of Educational Leadership Scenarios.**

12:00-1:30 Lunch with Secretary Holcombe and a brief talk about the principal's role and Act 46  
**Secretary Holcombe arrived shortly after noon. She was accompanied by new Deputy of the Agency of Education Heather Boucher. What ensued was a general discussion of the changes occurring in education with special emphasis of understanding the many mental health challenges affecting young children in schools today and the challenges of implementing Act 46. On behalf of the EC, president Patrick Burke thanked the Secretary and the Deputy Secretary for their time with us today.**

1:30 Work Sessions: (all members to be involved)  
**100<sup>th</sup> Year**

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### **Policy Revision Team Award**

In lieu of tackling the work session items, Executive director asked VPA president Patrick Burke if he could address the EC about some “must do” items. With permission given, Ken brought up the following items:

1. Ticket Price increases; With tournament revenues lagging the last few year, the VPA finance committee discussed earlier today with CPA Sheila Valley. On the recommendation of Ex. Director and with the support of the VPA Finance committee, Dean Stearns moved and it was seconded by Lissa McDonald to increase both student and adult ticket prices by \$1.00. This would make ticket prices at \$5.00 per student and \$8.00 for adults. According to VPA Associate Executive Director Bob Johnson, this still makes VPA’s prices considerable less expensive that all other NE states. The motion was approved unanimously. Past president Dean Stearns also encouraged us to follow through our plan to slightly increase professional dues by \$10.00 at next year’s Annual meeting. Tom Bochanski supported the ticket price increases but encouraged us to think strategically and encouraged the finance committee to develop a long-term plan to deal with lagging revenues.

2. In complying with our IRS 990 plan, we are required annually to ask EC members to fill out our Conflict of Interest policy. This was completed and the signed policies were returned to Ken Page.

2:30 Ad Hoc Committee regarding personnel (may be executive session)

Ken appraised the Board of the Ad hoc personnel committee (Andy, Shaun, Pat, Amy) meeting held via conference call on September 30<sup>th</sup>. The committee recommended that the current interim plan of using contracted experts for fulfilling the development director duties be extended for the second half of the year. At our March 28<sup>th</sup> meeting, the EC will make a decision about the model to be used for the 2016-17 school year. This was moved by Joan Cavallo and seconded by Dean Stearns. It was approved unanimously.

Erica McLaughlin asked about a job description and shared that the three jobs seem to be nothing new. She thought at the purpose was to redesign the position. Ken and other shared that this was the case when we were thinking about a single person doing the Director of Development position. However, with the expert-contractor model, this is not possible now. Ken was charged with working with the ad hc Development Committee to redesign a new position (s) before the full EC discussion on March 24<sup>th</sup>.

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**Following this discussion, the EC turned its attention to specific personnel currently fulfilling the interim coordinator positions. Joan Cavallo moved and it was seconded by Lissa McDonald to empower Ken Page to offer the people in the current interim coordinator positions the opportunity to serve in those same positions for the second half of the year at the same rate of compensation (\$30 per hour) not to exceed what is budgeted for the Director of Development position. Should any of them choose not to continue, Ken Page is to be empowered to hire personnel to fulfill these temporary positions until June 30, 2016. This was approved unanimously**

2:45 Questions regarding Update Reports from Executive Director or Associate Executive Director  
**Item passed over due to time constraints.**

3:00 Adjourn

**With no other business before it, the EC adjourned promptly at 3:05. Motion by Dean Stearns and Seconded by André Messier and approved unanimously. The next meeting is January 28<sup>th</sup> at the VPA Office. Note: This is our legislative meeting day with the House and Senate Education Committees.**

#### **Future meetings:**

- Monday, November 16, 2015 VPA
- Thursday, January 28, 2016 VPA (possible meeting with House and Senate education Committees)
- Friday, March 24, 2016 at St. Albans City School (Principal of the Year selection in PM)
- Friday, May 13, 2016 at the Capitol Plaza Hotel, Montpelier