



**January 7, 2026, 5:00 pm
HDEC Conference Room and Via Zoom Meeting**

Unapproved Board Minutes

Board Members:

Voting:

Jessica Burlew – Present
Bob Flint – Present
Lyza Gardner – Absent
Desiree Giroux - Present
Chris Hodsdon – Present
Kate Lamphere – Present
Andrew Pennell – Present
Kelly Tarbell – Present
Sarah Vogel – Present (until 5:30 pm)

Ex-Officio:

Derek Williams – Present
Layne Millington – Absent
Andrew Hass – Absent
Peter Burrows – Absent
Kendra Rickerby – Absent
Deb Manseau – Absent
Jennifer Cummings – Absent
Kristen Wilson – Absent

Others: Christine Balch, Tina Bixby, Nate Bisson, Scott Farr

Program Presentation: Carpentry Program, Josh Chamberlain

Bob Flint, Board Chair, called the meeting to order at 5:05 pm and thanked Josh Chamberlain for his presentation.

Agenda Item I. Agenda Changes or Additions

Tabled the following Agenda items to a special Board meeting later this month:

- Article 1 for Australian Ballot
- Annual Meeting Agenda/Warning Approval and Signatures
- FY27 Announced Tuition

Agenda Item II. Public Comments

None

Agenda Item III. Consent Agenda

Enrollment Update – Derek Williams reported we are currently 23 students below our enrollment at this time last year.

Financial Report – Derek Williams shared we are currently projecting a deficit of \$36,993.96 in the local budget for FY26. The legislature flat funded the Tuition reduction grant (37% of FY25 base) they did not flat fund the base amount (87% of FY25 base) for a loss of approximately \$38,000. We were hopeful that this would be tackled in the Budget Adjustment Act, but it has not as of yet.

MOTION: (Andrew/Jessica) to accept and approve the consent agenda with three changes. Motion voted and passed unanimously.

Agenda Item IV. Old Business

VTVLC Update – Ashley Newton, Director of VTVLC, presented on the following:

- VTVLC Financial Report – Referred to the report included in the Board packet and shared that VTVLC. Remaining steady and strong.
- Draft FY27 Collaborative Diploma Program (CDP) MOU – This agreement is for non-operating districts so students can enroll in that district and attend VTCLC full time. The changes in the agreement are mostly updating the dates from last year.
- Current Enrollment - Referred to the enrollment included in the Board packet. Enrollment for Spring semester will be happening soon. There are also expansions in custom projects.
- Director's Report - Referred to the report in the Board packet and highlighted some of the items.

Statewide CTE Update – Derek Williams shared the following updates:

VACTED has been invited to staff the Card Room at the State House on Wednesday, January 14th.

CTE is most likely going to have to respond to the proposals by senators and representatives regarding the future of CTE in Vermont.

Word on the street is there is a legislation on the Governor's desk around CTE, but the details have not been released yet.

Union Support Staff Negotiations – Derek Williams reported we will be setting up a Negotiations Committee meeting after Lyza's return from vacation and set up the first negotiations meeting on a Monday or Tuesday mid- to late January with the union representatives.

FY27 Budget Committee Update – Derek Williams learned this week that it is most likely that Fall Mt. Regional School District will not be sending any students to RVTC in FY27. This has the potential to reduce our FY27 revenue by up to \$206,774. The Budget Committee is scheduled to meet tomorrow, Thursday 1/8, to discuss options for addressing the significant decrease in revenue. As a result, we will need to have a special Board meeting to review the committee's proposed revised budget.

Sarah Vogel shared there is an incredible budget crunch at Fall Mountain. These budget cuts are going to affect all of their students. Their budget is not finalized yet, but it is not looking good for students to be able to attend RVTC next year.

All revenue from Fall Mountain is recognized in the year those students attend (not like the six-month average in Vermont).

Special Board Meeting scheduled for Wednesday, January 14, 2026, at 5 pm.

Policies Review – Third Reading & Adoption – Nate Bisson, Assistant Director reported there are no changes since the last meeting to these policies:

1. B5 Employee Unlawful Harassment
2. B20 Personnel Recruitment, Selection, Appointment, and Background Checks
3. B21 Professional Development

MOTION: (Chris/Andrew) to approve the third reading and adoption of policies:

1. B5 Employee Unlawful Harassment
2. B20 Personnel Recruitment, Selection, Appointment, and Background Checks
3. B21 Professional Development

Motion voted and passed unanimously.

Policies Review – Second Reading – Nate Bisson, reported there are no changes since the last meeting to these policies:

1. B1 Substitute Teacher
2. B2 Volunteers and Work Study Students

MOTION: (Andrew/Jessica) to approve the second reading and warn the third reading and adoption of policies:

1. B1 Substitute Teacher
2. B2 Volunteers and Work Study Students

Motion voted and passed unanimously.

Agenda Item V. New Business

FY25 Audit Update – Christine Balch, our Fiscal Agent, reported we have not received a draft of the audit yet. We are supposed to get it early next week and should be able to turn it around quickly. We did have a good, clean audit.

Article 1 for Australian Ballot – Tabled to a special Board meeting scheduled for January 14, 2026 @ 5pm.

Annual Meeting Agenda/Warning Approval and Signatures – Tabled to a special Board meeting scheduled for January 14, 2026 @ 5pm.

FY27 Announced Tuition – Tabled to a special Board meeting scheduled for January 14, 2026 @ 5pm.

Policies Review First Readings – Nate Bisson, reviewed the following policies and the proposed changes within them that were included in the Board packet:

1. C71 Possession and Administration of Emergency Medication – this is a new policy to RVTC. This is the VSBA model policy. For RVTC this pertains to us mostly during field trips since we utilize the Springfield High School nurse in-house.
2. C1 Education Records – no changes
3. B7 Tobacco Prohibition – the proposed policy is to reorganize it so it aligns more with VSBA's model policy.
4. B8 Electronic Communications Between Employees and Students – no changes

MOTION: (Andrew/Desiree) to approve the first reading and warn the second reading of policies:

1. C71 Possession and Administration of Emergency Medication
2. C1 Education Records
3. B7 Tobacco Prohibition
4. B8 Electronic Communications Between Employees and Students

Motion voted and passed unanimously.

Superintendent's Report – Derek Williams reviewed his Superintendent's report that was included in the Board packet.

Other – None

Agenda Item VI. Next Meeting

Special Board Meeting – January 14, 2026 @ 5 pm

Next Regular Board Meeting – February 4, 2026

RVTC Annual Meeting – February 26, 2026

Town Meeting Day – March 3, 2026

Agenda Item VII. Executive Session

None

The Chair declared the meeting adjourned at 5:34 pm.

Respectfully submitted,

Tina Bixby, Recording Secretary