



**November 1, 2023, 4:30 pm
HDEC Conference Room and Via Zoom Meeting**

Board Minutes - Unapproved

Board Members:

Voting:

Michael Stack –Present
Bob Flint - Present
Lyza Gardner - Present
Jessica Burlaw – Absent
Paul Orzechowski - Present
Andrew Pennell – Present
Lois Perlah – Present
James Rumrill – Absent
Sarah Vogel –Present

Ex-Officio:

Scott Farr – Present
Jennifer Cummings - Absent
Gabe Vastola – Absent
Kristen Wilson – Absent
Sherri Nichols - Absent
Andrew Hass - Absent
Dr. Christopher Spence – Absent
Lauren Fierman – Absent
Kendra Rickerby - Absent
David Groenewold - Present

Others: Derek Williams, Greg Runyan, Ashley Newton, Christine Balch, Tina Bixby, Steve Perani

Program Presentation: Horticulture and Natural Resources Program – John Harmer

Bob Flint, Board Chair called the meeting to order at 5:10 pm and thanked Mr. Harmer and his students for their presentation.

Agenda Item I. Agenda Changes or Additions

Remove Retirement under New Business as no retirement notifications were received.

Agenda Item II. Public Comments

None

Agenda Item III. Consent Agenda

Enrollment Update – Scott Farr reported we are 16 students ahead of where we were last year at this time. We are 9 students ahead of last year for Fall Mountain enrollments.

Financial Report – Scott Farr reported we continue to show a \$82K projected surplus but we are looking to see where we stand after the budget process for FY25 because we are using BAA funds to help this year due to the impact of COVID on our six-semester average. We won't be fully out of six semester average from COVID until October 2025.

MOTION: (Michael/Lois) to accept and approve the consent agenda items with one change. Motion voted and passed unanimously.

Agenda Item IV. Old Business

VTVLC Update – Greg Runyan and Ashley Newton presented on the following:

- FY24 Budget Update – They are projecting surplus for FY24 and have begun FY25 budget planning.
- Act 77 Event on December 7th – The event will be taking place at the State House in Montpelier. VTVLC is working with AOE to put on this 10-year Flexible Pathway celebration.
- Marine Biology Field Trip Request – The planning has begun for this trip.
- FY25 Draft Partnership Agreement – A copy was included in the Board packet. They reviewed the changes and are hoping to present a final draft for approval at the next Board meeting. They will be reviewing the agreement with AOE tomorrow.
- FY25 Draft CDP MOU Agreement – A copy was included in the Board packet. They reviewed changes and are hoping to present a final draft for approval at the next Board meeting. This program is currently only open for grades 7-12.
- 9-12 FT Newsletter – Included in the Board packet which includes happenings in 9-12
- Current or Anticipated Enrollment Numbers as of 10/25/2023.
 - 26 Full Time K-6
 - 47 Full Time 7-8
 - 61 Full Time 9-12
 - 13 CDP students at Richford
 - 3 CDP students at White River Valley
 - 324 Fall traditional enrollments
 - 649 On-Demand enrollments
 - 25 Year-long enrollments

Enrollments have increased since this report.

MOTION: (Michael/Lois) to authorize VTVLC to support the Marine Biology course trip to Bermuda. Motion voted and passed unanimously.

Statewide CTE Update – Scott Farr

- AOE CTE / APA Advisory Committee - Lyle Jepson - Former Stafford Tech Director/VT State Board of Education, Jay Nichols - Executive Director VPA, Jeff Francis - Executive Director VSA, Flor Diaz-Smith - President Vermont School Boards Association, Sue Ceglowski - Executive Director Vermont School Boards Association, William Lucci - Adult CTE Stafford Tech, Dan McIntyre - Executive Director VT Special Educators Association, Laurie Berryman - CVU Social Worker, and Scott Farr. He heard they are also going to add a CTE Director from a supervisor union.
- Vermont Agency of Education – Awaiting recommendations from AOE as they are waiting for the Secretary of Education search to be completed.
- School Construction – The Public Records Request has been received. Scott added this into the Stakeholder letter regarding these needs. The letter will be going out to legislatures.
- RVTTC is hosting a legislative meeting on November 8th.
- Legislative Outreach - Bob Flint and Scott Farr met with House Ed Representative Buss again and will be meeting with Representative Heather Chase on November 15th.
- Scott Farr is meeting with Representative Jay Andrews on Friday.
- Scott Farr spoke with Acting Secretary Bouchehy who spoke about the need to fix the funding systems this year using a block grant.

VSBA/VSA Annual Meeting – Scott Farr

- A 16% increase in health care rates has been proposed. Rates have increased 88% in the last 6 years.
- Dan French spoke on the need for CTE.
- Most of the conversation was related to supporting Public Education in a time when Public Education has been taking a lot of hits.

Alternative Pathway – Discussed in Executive Session

Policies Readings/Third Reading and Adoption –

1. F3 Fire and Emergency Preparedness Drills
2. F4 Access Control and Visitor Management
3. F2 Policy on Nondiscriminatory Mascots and School Branding

MOTION: (Sarah/Paul) to approve the third reading and adoption of policies:

1. F3 Fire and Emergency Preparedness Drills
2. F4 Access Control and Visitor Management
3. F2 Policy on Nondiscriminatory Mascots and School Branding

Motion voted and passed unanimously.

Policies Readings/Second Reading – Derek Williams reported there are no changes since the last meeting on these policies:

1. F20 Fiscal Management & General Financial Accountability
2. F22 Electronic Communication Use and Retention
3. F1 Travel Reimbursement

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

1. F20 Fiscal Management & General Financial Accountability
2. F22 Electronic Communication Use and Retention
3. F1 Travel Reimbursement

Motion voted and passed unanimously.

Agenda Item V. New Business

Curriculum Coordinator Position – Scott Farr explained this is a .2 FTE Perkins funded teaching position included in the FY24 Perkins Grant. This work will create the pathways which students can follow to their chosen career field and clearly articulate how CTE programming will impact their graduation proficiencies. The aims are to:

- Improve CTE enrollment.
- Increase engagement in sending school academics in high school because they are tied to the students' career goals.
- Increase awareness of opportunities for students in nontraditional career fields.
- Decrease the barriers to CTE attendance that are created by sending school proficiency-based graduation requirements when students are not engaged in their sending school academics.

MOTION: (Lois/Sarah) to authorize the Superintendent, in consultation with the Board Chair, to hire a .2 FTE Curriculum Coordinator. Motion voted and passed unanimously.

Establish Budget Committee & Meetings for FY25 – We have our VT FTE counts from the six-semester average, but we are still dealing with the FTE counts impacted by the pandemic, which will be with us till October of 2025. One piece of information which is big is the December 1st Tax Commissioner Letter that will let us know the base rate. Last year, the base rate increased 11%, due to increased health Insurance costs and inflation which is half of what it was in 2022. We usually like to have the sending school reps on the Budget Committee, with the Chair. This is because we want to keep our sending schools in mind in the creation of our budget. We typically meet once in November and then once in December after the Board meeting. The first meeting will be November 20th and the second on December 4th or 5th because we will know what the base rate recommendation will be from the Tax Commissioner by then.

MOTION: (Lyza/Sarah) to approve the following RVTC Board members as the Budget Committee for the FY25 budget:

- Michael Stack
- Jessical Burlew
- Bob Flint

Motion voted and passed unanimously.

Satisfaction Survey – Scott Farr provided a copy of the current survey to the Board members prior to this meeting and reported we do a School Climate Survey in June every year. The survey itself is the survey provided to us by the Vermont Agency of Education as part of our Comprehensive Local Needs Assessment which is a Perkins Grant requirement. The results are pretty typical of previous years other than the question related to student transportation.

Policies Readings/First Reading – Derek Williams, Assistant Director, presented the following policies for review and consideration that were included in the Board packet:

1. A23 Community Engagement and Vision
2. A24 Superintendent Relationship
3. A20 Board Meetings, Agendas, Preparation & Distribution

MOTION: (Michael/Paul) to approve the first reading and warn the second reading of policies:

1. A23 Community Engagement and Vision
2. A24 Superintendent Relationship
3. A20 Board Meetings, Agendas, Preparation & Distribution

Motion voted and passed unanimously.

Superintendent's Report – Scott Farr reviewed his Superintendent's report. The Culinary Arts program will be serving the Holiday Buffett on December 13th with a snow date of December 14th. Service will be 11am – 1pm

Other – none

Agenda Item VI. Next Meeting

Next Regular Meeting – Wednesday December 7, 2023, at 4:30 pm

Agenda Item VII. Executive Session

MOTION: (Michael/Lyza) pursuant to Title 1 VSA, Section 313, the Board enters Executive Session to discuss Alternative Pathway because premature general public knowledge would clearly place a person(s) at a substantial disadvantage, inviting Scott, Derek and Christine. Motion voted and passed unanimously.

MOTION: (Michael/Lois) to exit Executive Session at 6:23 pm. Motion voted and passed unanimously.

The Chair declared the meeting adjourned at 6:24 pm.

Respectfully submitted,

Tina Bixby, Recording Secretary