



**September 6, 2023, 5:00 pm  
HDEC Conference Room and Via Zoom Meeting**

Board Minutes - Unapproved

**Board Members:**

**Voting:**

Michael Stack – Present  
Bob Flint - Present  
Lyza Gardner - Absent  
Jessica Burlew – Present  
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  
Cynthia Mischel - Absent  
Kristen Wilson – Absent  
Sherri Nichols - Absent  
Andrew Hass - Absent  
Brendan Minnihan – Absent  
Lauren Fierman – Absent  
Eric Rhomberg - Absent

Others: Derek Williams, Greg Runyan, Tina Bixby

Bob Flint, Board Chair called the meeting to order at 5:02 pm.

**Agenda Item I. Agenda Changes or Additions**

None

**Agenda Item II. Public Comments**

None

**Agenda Item III. Consent Agenda**

Enrollment Update – Scott Farr shared we are currently six students ahead of where we were last year. Our add/drop period is open until September 12<sup>th</sup>.

Financial Report – Scott Farr reported we are projecting a \$89K surplus at this time. This is a very early projection. Hoping to be able to do some prebuying for FY25 based on the long-term effects of COVID on our budgets.

**MOTION:** (Lois/Paul) to accept and approve the consent agenda items as presented. Motion voted and passed unanimously.

**Agenda Item IV. Old Business**

VTVLC Update – Greg Runyan presented on the following:

- FY24 Budget Update – He referred to the financial report in the Board packet. They experienced some delays from the AOE in getting their FLEX grant approved but it has finally been received.
- FY23 End-of-Year Report – Greg referred to the final report provided in the Board packet.

- VTVLC Boot Camp – This occurred in early August in White River Junction. It is a two day, in-person event with their partner adjunct teachers.
- Online Blending Learning Conference – VTVLC is in the planning stages for running this conference March 14-15, 2024 in Colchester.
- AOE is planning a 10-year celebration of Act 77, Flexible Pathways December. VTVLC is looking into partnering with the AOE to include some Online Blended Learning information at this event.
- VTVLC Marketing Campaign – VTVLC has begun a campaign to bring awareness across Vermont about VTVLC and what they have to offer including their K-8 program via Facebook & LinkedIn.
- Enrollment Update – As of 8/29/23 VTVLC are on track, or slightly higher, than this time last year. More enrollments continue to roll in along with inquiries for the K-8 program as a full-time option. Enrollments representing; 15 students in the (CDP) Collaborative Diploma Program; As of this morning VTVLC has 1,565 enrollments representing 744 students.

Bellows Falls High School has reached out to VTVLC & RVTC looking at their options for students and staff while they deal with the excessive PCB levels in portions of their high school. RVTC has offered Bellows Falls some classrooms on the third floor here at the HDEC. Per Michael Stack tents are currently being used as temporary classrooms but they will only be useful for a couple months.

Statewide CTE Update – Scott Farr let the Board know the Governor has used some of the GEAR funds for a CTE commercial which includes some of our staff and students. It also went to print as a full-page ad in Seven Days. [Seven Days CTE article.](#)

APA study in the AOE – They may start discussing what their recommendations may be but there is also talk about more studies on funding.

They will be posting the Secretary of Education's position in the Governor's letter to the Chair of the State Board of Education. The Governor prioritizes increasing the number of older students who are engaged in CTE and work-based opportunities along with ensuring higher education and training as what he would be looking for as a candidate that the State Board of Education would put forward for his approval. The job has not been posted yet.

Jeff Frances, Exec Director of Vermont Superintendents Association, has reached out to the four independent CTE centers. He wants to discuss how he can represent the four superintendents' interests.

#### **Agenda Item V. New Business**

Annual Audit Update – RHR Smith – The auditors were here in August and the audit went well. Many thanks to Christine Bach for her hard work.

Substitute Rates of Pay – Scott Farr asked the Board to increase our rates of pay for substitute teachers to \$125 per day and \$70 per half day to bring us in line with Springfield and Bellows Falls.

**MOTION:** (Lois/Paul) to approve the increase of pay rates for substitute teachers to \$125 per day and \$70 for a half day. Motion voted and passed unanimously.

Opening of School – Scott Farr informed the Board that areas of black mold were found in some of our instructional spaces and our co-op ed office. We contacted Dept. of Health, Maintenance from SHS and the local Safety Officer. There is a drainage problem outside the building that needs to be investigated. We have shut down the areas. ServePro has removed all the mold and areas are blocked off. Gurney Excavating is coming to work on the drainage. A contractor is coming next week to provide a quote for the building repairs. A claim has been submitted to our insurance provider.

Lois Perlah recommended looking into the opportunity for some of our students to shadow the contractors working on these repairs.

Busing changes for Springfield School District have buses arriving at 7:50 am as their classes do not start until 8 am now. Our classes begin at 7:45 am. Scott Farr discussed this with the Springfield Superintendent and this issue has been worked out and the busses are arriving on time.

Back to school night – We had over 100 parents in attendance.

Road Shows – Superintendent, Assistant Director, Cooperative Education, Outreach, Counselor, and Special Needs go to each program to meet the students and introduce themselves.

Back to School Staff – Some of the Staff members had their pictures on Facebook; who they are, how long they have been at RVTC and a back to school memory.

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

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

All of these are new required policies the State came out with at the end of last year.

**MOTION:** (Sarah/Jessica) to approve the first reading and warn the second reading 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.

Superintendent's Report – Scott Farr reviewed his Superintendent's report.

Other – none

### **Agenda Item VI. Next Meeting**

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

**Agenda Item VII. Executive Session**

None

The Chair declared the meeting adjourned at 5:40 pm.

Respectfully submitted,

Tina Bixby, Recording Secretary