



August 2, 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 - Present  
Jessica Burlew – Present  
Paul Orzechowski - Present  
Andrew Pennell –Present  
Lois Perlah - Present  
James Rumrill – Absent  
Sarah Vogel – Absent

**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, Christine Balch

Bob Flint, Board Chair called the meeting to order at 5:00 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 approximately 16 students ahead of where we were last year with a waitlist for Culinary Arts and Carpentry. We have applicants for the Culinary Arts Instructional Assistant position to interview.

Financial Report – Scott Farr reported we continue to have a very tight budget and at the close out of FY23, we ended the year with a \$771 surplus.

**MOTION:** (Lyza/Jessica) 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:

- Financial Reports –We had a carryover of ESSURE funds that we are allowed to spend through FY24. Also had a carryover from the FLEX Grant of \$115K and local budget of \$235K. This significant carryover was in part due to the increase in custom projects and on demand enrollments.

- FY24 Proposed Budget – There aren't any changes from the last Board meeting. Greg submitted the FLEX Grant application and will report after he receives the response from AOE.
- FY23 End-of-Year Draft – This draft was submitted to the AOE early in July. VTVLC have a meeting with the AOE tomorrow and hope to be able to finalize this report.
- Director of Special Education – Hired Melissa Sargent Minor.
- Boot Camp begins tomorrow in White River Junction for adjunct teachers.
- InstructureCon Presentation – Four VTVLC employees attended this national conference in Denver. Jennifer Hindes and Jennifer Fribush presented the VTVLC elementary model.
- NSQ Presentation – Ashley Newton, Jennifer Hindes and Jennifer Fribush published an article in the NSQ regarding VTVLC.
- Marine Biology Trip – This was a successful trip. The link in the Board packet will bring you to some photos taken on the trip.
- 2023 AP Results – AP classes were provided to students who couldn't fit them in their schedule at their home schools.
- Enrollment Update – August is a busy time for enrollments at VTVLC.

Industrial Trades Instructor Update – Scott Farr informed the Board we offer this position to Madison Russ, and she has accepted.

FY24 Carpentry House Update – Scott Farr reported the Springfield Housing Authority has approved the agreement and Laura Ryan, Executive Director has signed the agreement. The RUTC Board Chair will sign the agreement upon his return from vacation. Then we will be all set to build the handicap accessible ranch house.

Alternative Pathways MOU/CTSO MOU – Discussed in Executive Session

Agreements – Union & Non-Union Support Staff – Scott Farr informed the Board both the union agreement is signed, and the non-union manual is in place.

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

Policy Update Schedule – Derek Williams, Assistant Director, review the handout with the list of what policies are to be reviewed this year and when they are scheduled to be presented to the Board for review and approval.

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

Other – Bob Flint shared a thank you note from former Board member, David Clark.

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

Next Regular Meeting – Wednesday September 6, 2023, at 5:00 pm

#### **Agenda Item VII. Executive Session**

MOTION: (Jessica/Paul) pursuant to Title 1 VSA, Section 313, the Board enters Executive Session to discuss alternative pathways MOU because premature general public knowledge would clearly place a person(s) at a substantial disadvantage, inviting Scott and Derek and Greg. Motion voted and passed unanimously.

**MOTION:** (Lyza/Jessica) to exit Executive Session at 5:39 pm. Motion voted and passed unanimously.

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

Respectfully submitted,

Tina Bixby, Recording Secretary