



**February 7, 2024, 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 Burlew – Present
Paul Orzechowski - Absent
Andrew Pennell – Present
Lois Perlah – Present (left at 5:43pm)
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

Others: Derek Williams, Greg Runyan, Christine Balch, Tina Bixby

Program Presentation: Human Services Program, Instructor, Courtney Lihatsch

Bob Flint, Board Chair, called the meeting to order at 5:07 pm and thanked Courtney Lihatsch for her presentation.

Agenda Item I. Agenda Changes or Additions

No action is necessary under VTVLC Update, Cheshire CTE/Fall Mt. or VTVLC Leadership.

Agenda Item II. Public Comments

None

Agenda Item III. Consent Agenda

Enrollment Update – Scott Farr reported we continue to be ahead of where we were last year with about nine more students than FY23.

Financial Report – Scott Farr reported we continue to have a \$82K projected surplus.

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

Agenda Item IV. Old Business

VTVLC Update – Greg Runyan presented on the following:

- FY24 Budget Update – There are not many changes from last month. They added an OBL Conference line item under revenue.
- Online & Blended Learning Conference - March 14-15 in Colchester, VT – They have a full slate of presenters and several sponsorships.

- Mid-Year Report (included in the Board packet) – This is a draft of the report the VTVLC Operations Team put together. They will present a final report for acceptance by the Board at the next meeting.
- CDP MOU Draft – (included in the Board packet) – This is an updated MOU for the Board’s review. The changes are in red within the document. VTVLC will be looking for approval at the next meeting.
- VTVLC celebrated National School Choice Week (January 22nd - 26th) – Celebrated as spirit week with the students. The goal was to help build a sense of community with their full-time students.
- VTVLC Advisory Board – The first meeting of the VTVLC Advisory Board met a couple weeks ago. They will continue to meet quarterly. Michael Stack is the RVTC Board representative.
- Enrollment Data – (Charts presented in Board packet.) VTVLC continues to have an increase in enrollment.
- Current or anticipated Enrollment Numbers as of mid-January:
 - 33 FT K-6
 - 46 FT 7-8
 - 76 FT 9-12 (Includes Collaborative Diploma Program)
 - 713 On-Demand Enrollments
 - 278 Spring Traditional Enrollments

Statewide CTE Update – Scott Farr reported:

- Tomorrow, there will be testimony at 2:15 pm, leadership from the Agency of Education will present their response to S207. We expect to hear about an alternative way to fund CTE until some of the longer-term suggestions are implemented based on recommendations in the APA report.
- Melissa Connor, Director for the Stafford Technical Center in Rutland and Scott Farr will represent CTE at an upcoming meeting with the AOE APA CTE Advisory Committee next Tuesday afternoon, February 13th.
- The Act 127 short term fix is being discussed in the legislature this week; they may act next week. One of the fixes that may be discussed is allowing school districts to re-warn their budget votes and have a revote on budgets based on changes and impacts on finances from the legislative changes that could be impacted.
- We continue to wait to hear who the next Secretary of the AOE will be. We are hearing that an announcement could happen after town meeting day.
- A Legislative forum is scheduled for March 11th at 8 am in the RVTC Café. It will be sponsored by the Chamber of Commerce, the RSDC, the Mount Ascutney Regional Commission

Policies Readings/Third Reading and Adoption – Derek Williams reported there have not been any changes since the last meeting on the following policies:

1. C2 Student Alcohol & Drugs
2. C4 Limited English Proficiency Students
3. C10 Prevention of Harassment, Hazing and Bullying of Students

MOTION: (Lois/Lyza) to approve the third reading and adoption of policies:

1. C2 Student Alcohol & Drugs
2. C4 Limited English Proficiency Students
3. C10 Prevention of Harassment, Hazing and Bullying of Students

Motion voted and passed unanimously.

Policies Readings/Second Reading – Derek Williams reported there have not been any changes to the following policies since the last meeting:

1. F24 Prevention of Conflict of Interest in Procurement
2. C13 Students Who Are Homeless
3. C22 Student Athletics, Clubs & Activities

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

1. F24 Prevention of Conflict of Interest in Procurement – This is a current policy we have. It is just up for review.
2. C13 Students Who Are Homeless – This is a new, required policy.
3. C22 Student Athletics, Clubs & Activities – This is a new policy. Since we now have a club here at RVTC, we should implement this policy.

Motion voted and passed unanimously.

Agenda Item VI. New Business

FY23 Final Audit – Scott Farr reported we received the final audit report from RHR Smith for FY23. The final audit is clean, and the full report is available; Tina Bixby will send it to the Board members.

Instructor Resignation – Discussed in Executive Session

MOTION: (Jessica/Andrew) to reluctantly accept the resignation of Madison Russ, Industrial Trades Instructor effective February 8, 2024. Motion voted and passed unanimously.

Cheshire CTE/Fall Mountain – Scott Farr reported there are two impacts, the resignation of the Industrial Trades Instructor which will have an impact on the center this year, and other impact is the Cheshire Career Center will be starting up a Criminal Justice (CJ) Program, and an Electrical Program. We became aware that Cheshire was offering a CJ Program a few days prior to meeting with Superintendent Spence as we were gearing up for recruitment at Fall Mountain. We weren't aware of the addition of the Electrical Program at Cheshire until just before the meeting when the Cheshire Career Center Director called Scott to ask to visit our CJ Program and also informed him, they were also offering an Electrical Program. Bob Flint joined Scott for the meeting with the Fall Mountain Superintendent. They talked about the value of RVTC including travel distance, additional services, etc.; however, the challenge lies in the Regional Agreement which will be up for renegotiation this fall on a three-year cycle according to the document, and because the deadline was missed so the old agreement continues for another year. Scott would like the Budget Committee to meet to discuss the financial impacts of all of this in FY24 and FY25.

Sarah Vogel asked if those currently in a program at RVTC be able to continue/finish at RVTC. When we ran into this in the past, they let the students finish out at RVTC.

Bob reported the meeting went well with Dr. Spence. However, Cheshire CTE has started two programs that we currently offer which makes it so FM students can no longer come here for

those programs. We found this out a month after the Board adopted our budget for FY25. As a result, there is the potential of a significant hole in our budget.

Annual Meeting Prep – Scott Farr reminded everyone of the annual meeting on February 29th at 7 pm in the RVTC Café followed by the informational meeting focusing on the FY25 budget.

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

1. A22 Non-Discrimination
2. F27 Communicable Disease Mitigation (formerly E9)
3. D23 Selection of Instructional Materials (postpone) – Need to review with VTVLC to make sure it is applicable for them.

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

1. A22 Non-Discrimination
2. F27 Communicable Disease Mitigation (formerly E9)

Motion voted and passed unanimously.

VTVLC Leadership – Discussed in Executive Session

Superintendent's Report – Scott Farr reviewed his Superintendent's report that was included in the Board packet. Annual outreach and recruitment season has begun.

Other – none

Agenda Item VII. Next Meeting

Annual Meeting – Thursday, February 29, 2024

Town Meeting Day – Tuesday, March 5, 2024

Next Regular Meeting – Wednesday March 6, 2024, at 4:30 pm

Agenda Item VIII. Executive Session

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

MOTION: (Jessica/Lyza) to exit Executive Session at 6:04 pm. Motion voted and passed unanimously.

The Chair declared the meeting adjourned at 6:05 pm.

Respectfully submitted,

Tina Bixby, Recording Secretary