



**March 6, 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  
James Rumrill – Present  
Sarah Vogel –Absent

**Ex-Officio:**

Scott Farr – Present  
Jennifer Cummings -Present  
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, Ashley Newton, Tina Bixby, Christine Balch

**Program Presentation:** Information Technology Program, Instructor, Kristen Wilson

Bob Flint, Board Chair, called the meeting to order at 5:00 pm and thanked Kristen Wilson for her presentation.

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

Scott Farr added one item under Old Business: Budget Committee meeting.

**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 \$92k projected surplus. Mostly because the NEASC visit has been moved to the Fall of 2025.

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

**Agenda Item IV. Old Business**

VTVLC Update – Ashley Newton presented on the following:

- FY24 Budget Update – No changes.
- Online & Blended Learning Conference - March 14-15 in Colchester, VT – Invited Board members to attend. They currently have 160 attendees scheduled to attend.
- CDP/CEP MOU – Ashley reviewed the changes from the last Board meeting. Extending CDP Program MOU to include the (CEP) Collaborative Elementary Program.

- Rate of Compensation for Adjunct Teachers – VTVLC would like to increase the rate from \$170 per enrollment to \$175 per enrollment effective 7/1/2024. They will be requesting approval of the increase at the next Board meeting.
- FT 9-12 February Newsletter – Ashley referred to the newsletter that was included in the Board packet.
- Virtual Career Fair – May 9<sup>th</sup>.
- Enrollment Data – (Ashley referred to the charts presented in Board packet.
- Working with the AOE towards CTE being offered virtually.

**MOTION:** (Lois/Michael) to approve the VTVLC Collaborative Diploma Program (CDP) and Collaborative Elementary Program (CEP) Memorandum of Agreement (MOU) with the changes presented. Motion voted and passed unanimously.

Statewide CTE Update – Scott Farr reported:

- Scott had a meeting with Acting Secretary Boucher the afternoon before testimony about the temporary or transition funding system proposed to start in FY26.
- VACTED gave testimony to the Senate Education on February 22<sup>nd</sup>. Scott joined Melissa Connor, Director of Stafford Tech, and Jodi Emerson, Superintendent/Director at Central Vermont Career Center.
- Testimony last week, by VSA, VPA, NEA, and State Board of Education members.
- Unified calendar throughout the state is still a problem.

Cheshire CTE/Fall Mountain Update –Cheshire added programs that are in direct competition with RVTC programs which will have an impact on RVTC. Students will be allowed to complete their Level II classes here at RVTC. Superintendent Dr. Spence provided Scott and Bob Flint with a copy of the Region 13 regional agreement between Fall Mountain and Cheshire Career Center.

The Tom Lever Foundation provided funds to RVTC for use with obtaining legal guidance when RTVC was starting up. Originally there was approximately \$12k. We believe there is approximately \$8k left in this funding.

Scott is asking the Board to authorize the use of up to \$4,000 to get a legal opinion from a NH lawyer that deals with education to help Scott understand and find out if there is any way of opening up access for students across the border.

**MOTION:** (Michael/Jessica) to authorize the use of up to \$4,000 to cover the cost of legal fees regarding Region 13 regional agreement.

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

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 third reading and adoption of policies:

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

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. A22 Non-Discrimination
2. F27 Communicable Disease Mitigation

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

1. A22 Non-Discrimination
2. F27 Communicable Disease Mitigation (former

Motion voted and passed unanimously.

Budget Committee – Scott asked the members of the Budget Committee if they are willing to reconvene after March 15<sup>th</sup> to discuss the impact with the closing our Industrial Trades program. Discuss our plan for next year with a better understanding of what our surplus is for this year, enrollment counts for next year and the potential Fall Mountain impact.

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

Town Meeting Results – A copy of the unofficial numbers was emailed to Board Members earlier today. Scott Farr informed the Board the RVTC budget for FY25 has unofficially passed at a 64% approval rate. Based on happenings in Rockingham it will remain unofficial until the happenings in Rockingham are resolved.

RIF Notification(s) VTVLC – Discussed in Executive Session

**MOTION:** (Michael/Lois) to approve Reduction-in-Force notification to reduce two K-8 full time Instructor positions from 1.0 FTE to .5 FTE and authorize the Superintendent, in consultation with the Board Chair, to recall the position to 1.0 FTE if enrollments increase. Motion voted and passed unanimously.

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

1. D23 Selection of Instructional Materials – removed some wording as it does not pertain to RVTC or VTVLC.
2. D1 Proficiency-Based Graduation Requirements – additional wording to be able to work with all our sending schools.
3. D7 Special Education– policy states we are going – boiler plate including verbiage that we will follow state law for CTE.
4. D6 Class Size Policy – suggested language for this policy based on state CTE law.

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

1. D23 Selection of Instructional Materials
2. D1 Proficiency-Based Graduation Requirements.
3. D7 Special Education
4. D6 Class Size Policy

Motion voted and passed unanimously.

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

We will be hosting a Game of Logging competition at the end of March. Monday morning RVTC will be hosting a Legislative Breakfast. Tuesday will be the Governor's lunch here at RVTC sponsored by the Chamber.

Other – none

**Agenda Item VI. Next Meeting**

Next Regular Meeting – Wednesday April 3, 2024, at 4:30 pm

**Agenda Item VII. Executive Session**

**MOTION:** (Andrew/Jessica) 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 and Ashley Newton, VTVLC Co-Director. Motion voted and passed unanimously.

**MOTION:** (Lois/Jim) to exit Executive Session at 5:51 pm. Motion voted and passed unanimously.

The Chair declared the meeting adjourned at 5:52 pm.

Respectfully submitted,

Tina Bixby, Recording Secretary