



**April 1, 2026, 5:00 pm  
HDEC Conference Room and Via Zoom Meeting**

**Unapproved Board Minutes**

**Board Members:**

**Voting:**

Jessica Austin – Present  
Bob Flint – Present  
Lyza Gardner – Present  
Desiree Giroux - Present  
Chris Hodsdon – Present (left at 5:30pm)  
Jerry Ucci – Present  
Andrew Pennell – Present  
Kelly Tarbell – Present  
Sarah Vogel – Absent

**Ex-Officio:**

Derek Williams – Present  
Layne Millington – Absent  
Andrew Hass – Absent  
Peter Burrows – Absent  
Kendra Rickerby – Absent  
Deb Manseau – Absent  
Jennifer Cummings – Absent  
Kristen Wilson – Absent

Others: Christine Balch, Nate Bisson, Ashley Newton, Melissa Sargent-Minor, Scott Farr

Welcomed and introduced our new Board members Jessica Austin and Jerry Ucci.

**Program Presentation:** Business Mgmt. & Entrepreneurship Program, Jen Cummings

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

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

None

**Agenda Item II. Public Comments**

None

**Agenda Item III. Consent Agenda**

Enrollment Update – Derek Williams reported RVTC currently serves 215 students which is 18 below this time last year. Currently we have 210 requests for next year, which is 31 students below this time last year.

Financial Report – Derek Williams shared we are currently projecting a deficit of \$24,204 in the local budget for FY26. The numbers should be clearer at our next meeting where the Board will be asked to help decide how we will address the remaining deficit.

**MOTION:** (Andrew/Desiree) to accept and approve the consent agenda as presented. Motion voted and passed. Kelly Tarbell abstained due to not being at the last meeting.

#### **Agenda Item IV. Old Business**

VTVLC Update – Ashley Newton, Director of VTVLC, presented on the following:

- VTVLC Financial Report – Referred to the report included in the Board packet.
- Enrollment Numbers – Referred to the report included in the Board packet and noted that these numbers are always a moving target.
- Additional VSCAC GearUp Funds – VTVLC was granted some additional VSCAC GearUp Funds. They are using these funds in various ways including developing new courses, purchasing new computers and accessories for students who do not have access to them, especially over the summer. Ten scholarships for teachers to earn their online teaching specialist endorsement. Up to 50k towards fall and summer enrollment for students coming out of GearUp schools. Also using the funding to begin a new program this summer – Credit Recovery – for students who did not pass a graduation requirement can take an assessment test and then take a course through VTVLC to earn these credits.

Statewide CTE Update – Derek Williams reported the AOE is pushing for a single Educational Service Agency (ESA) believing it will expand access, improve consistency, and align CTE with workforce needs, emphasizing goals such as universal access to CTE, earlier exposure in middle school, and reducing fragmentation across the system. The Secretary stressed that a statewide governance model would allow Vermont to address uneven program quality, long waitlists, and inconsistent student experience. However, several representatives are frustrated because Joint Fiscal Office (JFO) modeling will not be completed until December. The structure of the ESA is still undefined, and reorganizing a fraction of the system before the entire system might be counterproductive in the long run. In addition, no new CTE funding has been identified, decreasing the likelihood that necessary changes will be implemented. We will keep you posted as things progress.

Denial of Academic Credit from Sending Schools – Derek Williams reported this has been resolved and all sending district Superintendents have reaffirmed in writing that RVTC students will receive the previously negotiated credits/proficiencies when they attend RVTC. We have seen a significant increase in enrollment since this has been resolved.

Union Support Staff Negotiations – Derek Williams reported the first negotiations meeting is scheduled for April 13, 2026.

Policies Review – Third Reading & Adoption – Nate Bisson, Assistant Director reported there are no changes since the last meeting to these policies:

1. B22 Public Complaints About Personnel
2. D24 Special Education

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

1. B22 Public Complaints About Personnel
2. D24 Special Education

Motion voted and passed unanimously.

Policies Review – Second Reading - When creating new policies that are not VSBIT policies will be numbers as follows: VTVLC policies will begin with a V and RVTC policies will begin with an R. Nate Bisson, reported there are no changes since the last meeting to these policies:

1. C5 Firearms
2. C6 Participation of Home Study Students
3. C7 Student Attendance
4. VTVLC Adjunct Teacher Relocation Outside of VT
5. VTVLC Employee Relocation Outside of VT

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

1. C5 Firearms
2. C6 Participation of Home Study Students
3. C7 Student Attendance
4. VTVLC Adjunct Teacher Relocation Outside of VT
5. VTVLC Employee Relocation Outside of VT

Motion voted and passed unanimously.

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

Perkins CLNA Overview – Derek Williams presented from a Google Slides presentation regarding our Comprehensive Local Needs Assessment (CLNA) over the years. We need to complete the CLNA every two years. We reach out to local businesses to determine their needs and complete an assessment to see what things we need to work on. This is a precursor to our Perkins Grant application submission.

RIF Notification(s) RVTC/VTVLC – Discussed in Executive Session.

**MOTION:** (Andrew/Kelly) to approve Reduction-in-Force notification to eliminate the 0.8 FTE Outreach Coordinator position and approve the Superintendent, in consultation with the Board Chair, to recall the position if we receive the pending Perkins grant funds. Motion voted and passed unanimously.

**MOTION:** (Andrew/Kelly) to approve Reduction-in-Force notification to eliminate the 0.5 FTE Audio Video Production Instructor position due to low enrollment. Motion voted and passed unanimously.

**MOTION:** (Andrew/Kelly) to approve Reduction-in-Force notification to reduce the 1.0 FTE Audio Video Production Instructor position to .58 FTE and approve the Superintendent, in consultation with the Board Chair, to recall the position to 1.0 FTE to include distance learning instruction upon receipt of the TIME grant award notification (GAN). Motion voted and passed unanimously.

**MOTION:** (Andrew/Kelly) to approve Reduction-in-Force notification to eliminate the 0.58 FTE Information Technology Instructor position and approve the Superintendent, in consultation with the Board Chair, to recall the position to 1.0 FTE to include distance learning instruction

upon receipt of the TIME grant award notification (GAN). Motion voted and passed unanimously.

**MOTION:** (Andrew/Kelly) to approve Reduction-in-Force notification to eliminate the following 1.0 FTE VTVLC positions due to budget restraints and low enrollment:

- VTVLC Elementary Teacher
- VTVLC 7-12 Teacher (Science & Math)
- VTVLC 7-12 Teacher (Social Studies & English)

Motion voted and passed unanimously.

Letters of Intent RVTTC/VTVLC – FY27 –

**MOTION:** (Andrew/Kelly) to approve the issuance of teachers' contracts for 2026-27 at the rates of pay, pursuant to Article XXIV of Agreement between RVTCS Board of Directors and Springfield Teachers Association Vermont-NEA/NEA. Motion voted and passed unanimously.

Policies Review First Readings – Nate Bisson, reviewed the following policies and the proposed changes within them that were included in the Board packet:

1. B3 Alcohol and Drug-Free Workplace
2. Student Use of Cell Phones (from the AOE) – Cellphone free classrooms.
3. Fingerprint-Based Criminal History Record Information (CHRI) Checks made for Non-Criminal Justice Purposes – Came about from VCIC audit that we are currently in the middle of.

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

1. B3 Alcohol and Drug-Free Workplace
2. Student Use of Cell Phones
3. Fingerprint-Based Criminal History Record Information (CHRI) Checks made for Non-Criminal Justice Purposes

Motion voted and passed unanimously.

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

Other – None

**Agenda Item VI. Next Meeting**

Next Regular Board Meeting – May 6, 2026

Awards Night / NTHS Induction - May 26, 2026

**Agenda Item VII. Proposed Executive Session**

**MOTION:** (Kelly/Lyza) pursuant to Title 1 VSA, Section 313, the Board enters Executive Session to discuss the personnel items because premature general public knowledge would clearly place a person(s) at a substantial disadvantage, inviting Derek, Ashley, Nate & Scott Farr.

**MOTION:** (Andrew/Desiree) to exit Executive Session 5:58 pm. Motion voted and passed unanimously.

The Chair declared the meeting adjourned at 6:02 pm. Motion voted and passed unanimously.

Respectfully submitted,

Tina Bixby, Recording Secretary