



**March 4, 2026, 5:00 pm
HDEC Conference Room and Via Zoom Meeting**

Unapproved Board Minutes

Board Members:

Voting:

Jessica Burlew – Present
Bob Flint – Present
Lyza Gardner – Absent
Desiree Giroux - Present
Chris Hodsdon – Present
Kate Lamphere – Present
Andrew Pennell – Present
Kelly Tarbell – Absent
Sarah Vogel – Present

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, Scott Farr, Ashley Newton

Program Presentation: Audio Video Production, Zach McNaughton & Jared Gunnell

Bob Flint, Board Chair, called the meeting to order at 5:00 pm and thanked Zach McNaughton and Jared Gunnell for their 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 we are currently 17 students below our enrollment at this time last year. Recruitment has begun for the 2026-27 school year. There was discussion about how the six-semester average funding system smoothed out the increases and decreases of enrollments from year to year. It was discussed that guidance counselors from the sending regions are just beginning to set schedules for next year and our expected enrollments for 2026-27 should begin to increase.

Financial Report – Derek Williams shared we are currently projecting a deficit of \$24,661 in the local budget for FY26.

MOTION: (Jessica/Desiree) to accept and approve the consent agenda as presented. Motion voted and passed unanimously.

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 and shared that the expected surplus is approximately the same as what was reported last month.
- Current Enrollment / Enrollment Numbers Analysis - Referred to the enrollment documents included in the Board packet. Ashley noted that the lower enrollment numbers were due to a lack of custom projects. She added that VTVLC is in discussions with schools about two potential custom projects.
- Mid-Year Report – Referred to the report included in the Board packet.
- Director's Report - Referred to the report in the Board packet and highlighted some of the items.
- Partnership Assessment Agreement – Referred to the document included in the Board packet. Ashley reviewed the minor wording changes.

MOTION: (Andrew/Chris) to approve the proposed amendment to the VTVLC FY27 Partnership Agreement as presented. Motion voted and passed unanimously.

Statewide CTE Update – Derek Williams shared there continues to be discussion in the legislature about CTE governance. The Agency of Education is recommending the creation of an Education Service Agency (ESA). There is also a Senate Bill, S313, that addresses CTE governance.

Derek added that the required new class size minimum is anticipated to impact CTE enrollment.

Bob Flint stated that there will be a legislative forum at the RVTC Café at 8 am on Monday, March 9, 2026.

Union Support Staff Negotiations – Derek Williams reported the Negotiations Committee needs to set their first meeting. The Support Staff Union has proposed two potential meeting dates, March 16th and March 17th. He will ask Tina Bixby to reach out to Board members on this committee to set a meeting date. Reminder, the members of this committee are Lyza Gardner, Andrew Pennell and Desiree Giroux.

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

1. C71 Possession and Administration of Emergency Medication
2. C1 Education Records
3. B7 Tobacco Prohibition
4. B8 Electronic Communications Between Employees and Students

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

1. C71 Possession and Administration of Emergency Medication
2. C1 Education Records
3. B7 Tobacco Prohibition
4. B8 Electronic Communications Between Employees and Students

Motion voted and passed unanimously.

Policies Review – Second Reading – Nate Bisson, reported there are no changes since the last meeting to these policies:

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

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

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

Motion voted and passed unanimously.

Agenda Item V. New Business

Town Meeting Results – Derek Williams reported RVTC's FY27 budget passed, however the Town of Athens has not yet forwarded their voting results. The budget count tally was shared with the Board of Directors this afternoon and the unofficial count, without the Town of Athens vote results, is 2,808 yes, 1,114 no and 98 blank ballots. Derek William and the Board of Directors thanked voters for their support.

Denial of Academic Credit from Sending Schools – Derek Williams explained a concern among CTE Directors across the State that the new minimum classroom size could impact CTE enrollment. He asked for the Board's support to discuss with RVTC's partner superintendents about continuing to grant students credits earned at RVTC and continuing the allowance of students to access CTE.

MOTION: (Kate/Sarah) to authorize the Superintendent/Director to contact sending school superintendents regarding the denial of academic credit for CTE and contact the Agency of Education if necessary. 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. 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: (Desiree/Chris) to approve the first reading and warn the second reading 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

Bob Flint noted that a requirement to maintain a Vermont teacher license should be added to the VTVLC Adjunct Teacher Relocation Outside of VT policy.

There was discussion about the need for the VTVLC Adjunct Teacher Relocation Outside of VT and the VTVLC Employee Relocation Outside of VT policies. Christine Balch explained that each state has their own set of payroll regulations, and every new state adds to payroll filing requirements.

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 – April 1, 2026

Agenda Item VII. Proposed Executive Session

None

Bob Flint thanked Jessica Burlew and Kate Lamphere for their time on the RVTC Board. The Chair declared the meeting adjourned at 5:35 pm.

Respectfully submitted,

Christine Balch, Recording Secretary