



**January 8, 2025, 4:30 pm
HDEC Conference Room and Via Zoom Meeting**

Board Minutes - Unapproved

Board Members:

Voting:

Jessica Burlaw – Present
Bob Flint – Present
Lyza Gardner – Present
Chris Hodsdon – Present
Andrew Pennell – Present
Lois Perlah – Present
James Rumrill – Absent
Kelly Tarbell – Absent
Sarah Vogel – Present

Ex-Officio:

Scott Farr – Present
Layne Millington – Absent
Andrew Hass – Absent
Sherri Nichols – Absent
Kendra Rickerby – Absent
Cory LeClair – Absent
Jennifer Cummings – Absent
Kristen Wilson – Absent

Others: Tina Bixby, Derek Williams, Christine Balch, Ashley Newton, Jessica Leo, Teacher Rep Zach McNaughton

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

Bob Flint, Board Chair, called the meeting to order at 5:04 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 – Scott Farr reported we are currently sixteen students ahead of where we were last year. We have already received several applications for next year.

Financial Report – Scott Farr shared we are currently projecting a \$726 surplus for the current year.

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

Agenda Item IV. Old Business

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

- VTVLC Financial Report – Referred to the report in the Board packet and reported there are not much for changes from last month.
- Interim Director's Report – Ashley Newton reviewed the Interim Director's report with

- K-12 Program continues to have guest speakers that reflect the students' curriculum.
- VTVLC was awarded \$6,050 for student activities and events during National School Choice Week.
- Parent and student surveys were sent out and many responses have been received. That data from these surveys will be shared in their media report.
- 9-12 Newsletter - Jessical Leo, 9-12 Principal reported students are transitioning from first semester to second and things are going well.
- Esports wrapped up for the season. Equipment is being collected, refurbished, and redistributed.
- OBLAC conference in April 10-11, 2025
- Current Enrollment Numbers – Continue to increase. Referred to the enrollment information provided in the Board packet.

Technology/Equipment/Building Reserve Spenddown Update – Scott reported to date there are no changes in the status of our Technology, Equipment, and Building reserves since last month.

FY26 Budget Committee Update – Scott Farr reported the progress of the Budget Committee made in their second meeting and reviewed the latest draft budget handouts.

At the beginning of our December Board meeting, we received notification of a projected 3% reduction in the base rate from the Agency of Education (AOE), resulting from a reindexing of the New England Educational Productivity (NEEP) index (data from back to 2007), which the state uses for future projections. We had originally projected a 4% increase in the development of the budget. The Budget Committee met on December 15th to discuss options for addressing the approximately \$190,000 gap between expenditures and revenues for FY26 and is recommending a reduction in the Assistant Director and Assistant Director Secretary positions to a school year plus ten days, along with other minor adjustments, due to the receipt of additional Perkins grants. At this stage, the gap has been reduced to about \$91,000, with the 2.5% increase in assessments that was discussed at the last Board meeting.

We are still awaiting pieces of information:

1. **Compensation package for the new Horticulture and Natural Resources instructor:**
We are interviewing candidates this Friday, and we expect to have a recommended candidate by Monday's Board meeting.
2. **Vermont Department of Labor funding:** We are seeking confirmation on the anticipated \$20,000 in funding for Adult Technical Education. There is a meeting tomorrow to discuss if they will withdraw these funds.
3. **State-level response:** VACTED (Vermont Association of Career and Technical Education Directors) is seeking a meeting with the Secretary of Education and the Governor's Office to discuss potential short-term solutions. A letter has been shared with the Governor's Office, the Secretary of Education, and legislators statewide. Tina forwarded the letter to the Board members earlier today. Scott outlined the RVTC budget situation briefly in the letter. We will see what Governor Scott has to say tomorrow, especially with the current focus on education. Given the timing, VACTED's request for level funding seems like a long shot, though the administration has stated a goal of expanding CTE.

In terms of recruitment, we are entering the busy season. Early indications suggest that our relationship with Fall Mountain (FM) will remain stable. Deb Livingston Manseau will be touring RVTC on Wednesday, January 15th, and we had a successful visit to FM on Monday. Sophomores interested in RVTC will visit on January 16th. Hopefully, we are right with our conservative projection regarding FM enrollment.

If the Board were to approve an increase in the assessment, it would amount to a total increase of 11.18%. Scott asked Christine to prepare a Proposed Tuition Assessment by Distribution, comparing the Full-Time Equivalent (FTE) differences from FY24 to FY25, along with the FY26 Tuition Assessment at both the 2.5% and 11.18% increases. Tina has shared that with you. Additionally, with a proposed 11.18% increase in the assessment, RVTC will remain in the lower half of tuition rates for Vermont CTE centers.

Scott Farr does not have a recommendation for the budget currently.

The first day of the legislative session is today and we are hoping to be part of the cleanup bill this week.

Chris Hodsdon asked what has been communicated to sending school so far? There has not been any communication yet since we do not know. Will let them know as soon as we know.

Teachers' Union Negotiations – Discussed in Executive Session.

RVTC Superintendent/Director & VTVLC Director Search Update – Discussed in Executive Session.

MOTION: (Chris/Lyza) to offer the position of Superintendent/Director to Derek Williams and authorize the Board Chair to negotiate a contract for the position. Motion voted and passed unanimously.

VTVLC Director Search Update – Scott Farr shared the committee has selected candidates to interview. Tina Bixby has scheduled all of them for the end of January, beginning of February.

Policy Readings/Third Reading & Adoption – Derek William reported there are no change from last month on these policies:

- D20 Curriculum Development & Coordination
- F20 Fiscal Management & General Financial Accountability
- C9 Local Wellness Policy

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

- D20 Curriculum Development & Coordination
- F20 Fiscal Management & General Financial Accountability
- C9 Local Wellness Policy

Motion voted and passed unanimously.

Agenda Item V. New Business

FY24 Audit – Christine Balch, our Fiscal Agent, reported it was a clean audit. No recommendations or findings by the auditors. The audit is available, and we will get it out to the Board members and posted to our website.

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

RVTC will be hosting a Robotics competition this weekend here at SHS & RVTC.

The Charitable Foundation of the Bryant Chucking Grinder Company donated \$10K to our Adv. Mfg. & Engineering Program and wants to meet with us again the end of January to discuss more support to RVTC.

Liam Parker's mother, Michelle, is donating \$10K to RVTC through the Windham foundation in memory of Liam.

Other – none

Agenda Item VI. Next Meeting

Special Board meeting – January 13, 2025, at 5 pm

Next regular Board meeting – Wednesday, February 5, 2025, at 4:30 pm

RVTC Annual Meeting – February 13, 2025, at 7 pm

Town Meeting Day – March 4, 2025

Agenda Item VII. Executive Session

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

MOTION: (Chris/Lyza) to exit Executive Session at 6:05 pm. Motion voted and passed unanimously.

The Chair declared the meeting adjourned at 6:06 pm.

Respectfully submitted,

Tina Bixby, Recording Secretary