



**August 7, 2024, 5:00 pm  
HDEC Conference Room and Via Zoom Meeting**

Board Minutes - Unapproved

**Board Members:**

**Voting:**

Jessica Burlew – 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 – Present  
Andrew Hass – Absent  
Sherri Nichols – Absent  
Kendra Rickerby – Absent  
Cory LeClair – Absent  
Jennifer Cummings – Absent  
Kristen Wilson – Absent

Others: Derek Williams, Tina Bixby, Ashley Newton, Christine Balch

Bob Flint, Board Chair, called the meeting to order at 5:05 pm. Introduced new TRSU Superintendent.

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

None

**Agenda Item II. Public Comments**

None

**Agenda Item III. Consent Agenda**

Enrollment Update – Scott Farr reported as of right now we are fourteen students ahead of where we were last year, with fourteen fewer Fall Mountain students going into the start of the school year.

Financial Report – Scott Farr shared we finished up FY24 with a \$152,500 surplus, which was better than expected. This, along with the technology reserve puts us at a very early projected deficit of \$15-20k for FY25. There are still many moving parts as we haven't completed hiring for the upcoming school year and there is a great deal of student movement in the two weeks before the start of the school when sending school Counselors return.

**MOTION:** (Lois/Chris) 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 - Reviewed the report provided in the Board packet. Essure grant is ending September 30, 2024. VTVLC will be using some reserve funds to cover some of the costs of K-8 program.

- FY24 End of Year Report Draft - Overview of the report provided in the Board packet. It is almost ready to submit to the VTAOE.
- Summer Staff Retreat – Was held the last week of June at the Grafton Inn. At that time, they updated their Mission and Vision Statements:
  - Our mission is to provide high-quality virtual learning options for Vermont students, advance flexible pathways, and allow access to learning anytime, anywhere.
  - Our Vision is to deliver flexible online educational opportunities to Vermont students.
- Marine Biology Update - FY24 they did not end up going in June due to many various problems with the trip. They are rescheduled to go in January 2025 to the Caymans and the FY25 trip is scheduled to go to Bermuda.
- InstructureCon Presentation - Kelsey Christensen provided a presentation on API - the link to the presentation included in the Board packet.
- VTVLC's Summer Sync Up – Was held on August 1-2 - Refresh, Renew, Reflect
- Current Enrollment Numbers
  - Numbers are very fluid right now. School for VTVLC starts start August 28<sup>th</sup>.

Technology/Equipment Reserve Spenddown Update – Scott reported to date we have spent approximately \$21k of the Technology Reserves so far and there hasn't been any spending out of the Equipment Reserves as of yet.

Instructors Status Update – Scott reported:

- Industrial Trades Instructor - Jonathan Hubbard, will be joining us as the Industrial Trades Instructor. He has previous CTE teaching experience in Colorado and Washington states and most recently worked at the Windham Regional Career Center in Brattleboro as an Instructional Assistant in the Advanced Manufacturing/Engineering Program.
- Criminal Justice Instructor - Mark Chase has agreed to return as our Criminal Justice Instructor until we can find a suitable replacement for him. We have an interview for the position tomorrow with a very strong candidate that could start in December/January.
- Counseling Coordinator - We are excited to announce that Terri Herzog has also agreed to return as the School Counseling Coordinator. RVTC staff and partner School Counselors in the region have very high regards for Terri.
- AVP Instructor – This position is to supplement the AVP program as we received a TIME Grant from the VTAOE to reintroduce an Online Audio Video Production Program to regions of the state where students may not normally have access. We have a great candidate identified and recommended by the Hiring Committee but would like to check in with the VTAOE based on the current enrollment for the online program before moving forward.

**MOTION:** (Jessica/Sarah) to authorize the Superintendent in consultation with the Board Chair to hire a .5 FTE Audio Visual Production Instructor. Motion voted and passed unanimously.

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

Perkins Survey Overview – Scott Farr reviewed a summary of the five different survey results as part of the Comprehensive Local Needs Assessment / Perkins cycle that was provided in the Board packet. Jessica Burlew pointed out that the student comment “about having difficulty fitting it in their schedules” still needs improvement.

FY25 Carpentry House – Scott Farr reported we put the bid packet out to the public for the FY25 Carpentry house over a month including publishing in the Vermont Journal. We received one bid from Will Cronin and Rendered Realty LLC in the amount of \$75,000 for the 1,272-square-foot Crystal model cape style house. The intent is for the house to be placed on a lot here in Springfield.

**MOTION:** (Lois/Chris) to authorize the Superintendent to accept the bid for the FY25 Carpentry Program house from Will Cronin and Rendered Realty LLC in the amount of \$75,000. Motion voted and passed unanimously.

Union Support Staff Side Letter – Discussed in Executive Session.

**MOTION:** (Lois/Chris) to authorize to enter into a side letter for the union support staff agreement adding Payment in Lieu wording back into the agreement. Motion voted and passed unanimously.

Superintendent's Report – Scott Farr reviewed his Superintendent's report that was included in the Board packet. A Lego Robotics event is coming up in collaboration with BRIC for elementary students here at RVTC. The funding is from some former Springfield students; the Cosmos Fund created to promote STEM education.

Other – none

### **Agenda Item VI. Next Meeting**

Next Regular Meeting – Wednesday September 4, 2024, at 5:00 pm

### **Agenda Item VII. Executive Session**

**MOTION:** (Chris/Alyza) pursuant to Title 1 VSA, Section 313, the Board enters Executive Session to discuss terms of the support staff union agreement because premature general public knowledge would clearly place a person(s) at a substantial disadvantage, inviting Scott, Derek, and Tina. Motion voted and passed unanimously.

**MOTION:** (Jessica/Sarah) to exit Executive Session at 5:46 pm. Motion voted and passed unanimously.

The Chair declared the meeting adjourned at 5:42 pm.

Respectfully submitted,

Tina Bixby, Recording Secretary