

Colchester School Board Meeting Agenda & Packet

October 21, 2025



**Colchester School District
Board of Education Meeting**
October 21, 2025 - 7:00 p.m.
Colchester High School Library

Meeting Agenda

- | | |
|--|----------------------|
| I. Call to Order | |
| II. Citizens Participation* | |
| III. Hear School Report: Malletts Bay School | Informational |
| IV. Hear Quarterly Financial Report | Informational |
| V. Hear FY'27 Budget Timeline | Informational |
| VI. Approval of Specialized Transportation Van Purchase | Action |
| VII. Approval of Consent Agenda | Action |
| VIII. Approval of Meeting Minutes | Action |
| ○ October 7, 2025 (General) | |
| IX. Board/Administration Communication, Correspondence, Committee Reports | Informational |
| X. Future Agenda Items | Informational |
| XI. Adjournment | |

***Meeting Participation and Viewing Options**

Meetings are open to the public unless warned otherwise. Colchester citizens have an opportunity to speak or comment on any items listed on the agenda. For topics not listed on the agenda, public comment can be made during the Citizen's Participation agenda item. Please review the Public Comment Rules listed at www.csdvt.org/schoolboard prior to the meeting. If not attending in person, citizens may also participate in the meeting by emailing a prerecorded message to schoolboard@colchesters.org with "Citizens Participation" listed in the subject line. It must be received by noon on the day of the meeting, include your full name and phone number, and follow the Public Comment Rules. LCATV will provide live stream coverage via: www.lcatv.org/live-stream-3.



Colchester School District

Administrative Offices, 59 Rathe Road, PO Box 27, Colchester, Vermont 05446

Phone: (802) 264-5999 • www.csdvt.org • Fax: (802) 318-4669

MEMO

To: School Board Directors
From: George A. Trieb, Jr.
Date: October 17, 2025
Subject: Year-To-Date Financial Report – September 2025

The table below shows the total budget and forecasted revenue and expense figures for the period ending September 2025. Revenue and expenditures are tracking mostly as expected. Should the current spending trend continue the district expects a surplus of \$422,429.

	Budget	Forecast	% of Budget	Variance
Revenue	\$63,459,466	\$64,006,074	100.86%	\$546,608
Expenses	\$63,459,466	\$63,581,233	100.19%	(\$124,179)
Surplus/(Deficit)				\$422,429

Attached to this memo are further details about both the revenue and expenses through September. The district spent 18.78% of the budget versus spending 17.52% last year at this time. The district's total commitments to date are very much in line with last year.

The table below shows expenses paid in the first quarter either through board orders or payroll warrants.

Transaction Type	Date	Amount
Payroll Warrant	7/3/25	\$311,631
Board Orders	7/9/25	\$451,672
Payroll Warrant	7/18/25	\$334,605
Board Orders	7/23/25	\$1,504,913
Total Expenditures		\$2,602,821

Amy Minor
Superintendent
of Schools

George Trieb
Chief Financial & Operations
Officer

Carrie Lutz
Director of Student
Support Services

Jean Shea
Director of Instructional
Support Services

Gwendolyn Carmolli
Director of Curriculum
& Instruction

Transaction Type	Date	Amount
Payroll Warrant	8/1/25	\$376,750
Board Orders	8/6/25	\$687,381
Payroll Warrant	8/15/25	\$312,646
Board Orders	8/20/25	\$2,311,100
Payroll Warrant	8/29/25	\$1,256,697
Total Expenditures		\$4,944,574

Transaction Type	Date	Amount
Board Orders	9/3/25	\$245,359
Payroll Warrant	9/12/25	\$1,434,433
Board Orders	9/17/25	\$2,222,840
Payroll Warrant	9/26/25	\$1,457,433
Total Expenditures		\$5,360,065

Colchester School District
Year-End Budget Report - Voted Budget Revenue

As of September 30, 2025

	FY2026	FY2026	Revenue	Percent	Variance
Description	Budget	Forecast	Received	Received	Favorable/(Unfavorable)
LOCAL					
Fund Balance	\$0	\$0	\$0	N/A	\$0
Tuition	\$2,493,100	\$2,493,100	\$0	0.00%	\$0
Interest Earnings	\$350,000	\$325,000	\$46,562	13.30%	(\$25,000)
Facility Rentals	\$32,000	\$32,000	\$4,490	14.03%	\$0
Impact Fees	\$125,000	\$125,000	\$0	0.00%	\$0
Miscellaneous	\$50,000	\$50,000	\$4,430	8.86%	\$0
TOTAL LOCAL	\$3,050,100	\$3,025,100	\$55,482	1.82%	(\$25,000)
STATE				N/A	
General State Aid	\$52,542,808	\$52,542,808	\$17,310,899	32.95%	\$0
Transportation Aid	\$645,554	\$600,000	\$0	0.00%	(\$45,554)
Voc. Ed. Transportation Reimb.	\$46,000	\$35,000	\$0	0.00%	(\$11,000)
Driver Education Reimbursement	\$20,000	\$20,000	\$0	0.00%	\$0
TOTAL STATE NON SPECIAL EDUCATION	\$53,254,362	\$53,197,808	\$17,310,899	32.51%	(\$56,554)
SPECIAL EDUCATION				N/A	
Census Block Grant	\$5,240,527	\$5,240,527	\$1,745,808	33.31%	\$0
Extraordinary Reimbursement	\$867,149	\$1,500,000	\$1,275,901	147.14%	\$632,851
EEE Program	\$237,328	\$237,328	\$118,664	50.00%	\$0
TOTAL SPECIAL EDUCATION	\$6,345,004	\$6,977,855	\$3,140,373	49.49%	\$632,851
FEDERAL				N/A	
SpEd/Title IVB IDEA	\$800,000	\$795,411	\$0	0.00%	(\$4,589)
SpEd/EEE IDEA Pre-School	\$10,000	\$9,900	\$0	0.00%	(\$100)
TOTAL FEDERAL	\$810,000	\$805,311	\$0	0.00%	(\$4,689)
TOTAL REVENUE	\$63,459,466	\$64,006,074	\$20,506,754	32.31%	\$546,608

COLCHESTER SCHOOL DISTRICT							
Year-to-Date Budget Report - Voted Budget Expenditures (by Account)							
ACCOUNT #	ACCOUNT TITLE	As of September 30, 2025					
		FY2026 BUDGET	FY2026 FORECAST	EXPENDITURES YTD	AVAILABLE BUDGET	% OF BUDGET UTILIZED	VARIANCE
5111	TEACHERS	\$21,400,159	\$21,400,159	\$2,521,371	\$18,878,788	11.8%	\$0
5121	PARAEDUCATOR	\$4,792,376	\$4,792,376	\$487,312	\$4,305,064	10.2%	\$0
5131	SUBSTITUTES	\$600,000	\$600,000	\$37,486	\$562,514	6.2%	\$0
5141	ADMINISTRATION	\$2,322,897	\$2,322,897	\$618,254	\$1,704,643	26.6%	\$0
5151	MID-MANAGEMENT/SUPERVISOR	\$602,528	\$602,528	\$172,585	\$429,943	28.6%	\$0
5161	SUPPORT STAFF - CLERICAL	\$1,267,664	\$1,267,664	\$282,244	\$985,420	22.3%	\$0
5171	TECH & PROF STAFF	\$1,143,300	\$1,143,300	\$186,572	\$956,728	16.3%	\$0
5172	TCH & PRF STF-OT/PT/BS/CC	\$1,042,189	\$1,042,189	\$115,266	\$926,923	11.1%	\$0
5181	NON-CLERICAL GENERALISTS	\$1,209,535	\$1,209,535	\$245,123	\$964,412	20.3%	\$0
5192	STIPENDS- OTHER	\$785,000	\$785,000	\$385,383	\$399,617	49.1%	\$0
5211	HEALTH INSURANCE	\$6,779,684	\$6,779,684	\$2,653,406	\$4,126,278	39.1%	\$0
5218	HAS	\$50,848	\$50,848	\$10,500	\$40,348	20.6%	\$0
5219	HRA	\$942,376	\$942,376	\$135,887	\$806,489	14.4%	\$0
5220	FICA	\$2,590,822	\$2,590,822	\$360,109	\$2,230,713	13.9%	\$0
5221	CHILD CARE CONTRIBUTIONS	\$95,000	\$95,000	\$18,644	\$76,356	19.6%	\$0
5232	VSTRS- OPEB	\$140,000	\$140,000	\$0	\$140,000	0.0%	\$0
5233	VSTRS- PENSION PAYMENTS	\$45,000	\$45,000	\$3,120	\$41,880	6.9%	\$0
5234	VMERS	\$504,703	\$504,703	\$100,877	\$403,826	20.0%	\$0
5251	TUITION REIMB- TEACHER	\$182,000	\$182,000	\$47,747	\$134,253	26.2%	\$0
5252	TUITION REIMB- SPT STF	\$38,480	\$38,480	\$4,585	\$33,895	11.9%	\$0
5253	TUITION REIMBURSEMENT - ADMIN	\$18,720	\$18,720	\$4,973	\$13,747	26.6%	\$0
5261	UNEMPLOYMENT COMPENSATION	\$30,000	\$30,000	\$0	\$30,000	0.0%	\$0
5271	WORKERS COMPENSATION	\$259,316	\$259,316	\$244,362	\$14,954	94.2%	\$0
5281	DENTAL	\$336,178	\$336,178	\$110,337	\$225,841	32.8%	\$0
5292	LIFE	\$45,714	\$45,714	\$15,261	\$30,453	33.4%	\$0
5294	LTD	\$72,478	\$72,478	\$24,585	\$47,893	33.9%	\$0
5295	CASH IN LIEU	\$215,000	\$215,000	\$0	\$215,000	0.0%	\$0
5321	PROFESSIONAL EDU SERVICES	\$1,300,000	\$1,300,000	\$284,271	\$1,015,729	21.9%	\$0
5331	EMP TRAINING/DEVELOP	\$30,000	\$30,000	\$11,590	\$18,410	38.6%	\$0
5341	OTHER PROFESSNL SERVICES	\$689,757	\$689,757	\$83,509	\$606,248	12.1%	\$0
5342	AUDITING SERVICES	\$51,000	\$51,000	\$836	\$50,164	1.6%	\$0
5411	UTILITY SERVICES	\$85,000	\$85,000	\$2,016	\$82,984	2.4%	\$0
5425	TRASH & RECYCLING	\$68,000	\$68,000	\$13,840	\$54,160	20.4%	\$0
5431	NONTECHNLGY REPAIR/MAINT	\$1,500,000	\$1,500,000	\$260,759	\$1,239,241	17.4%	\$0
5432	TECHNOLOGY REPAIR/MAINT	\$21,000	\$23,412	\$23,412	(\$2,412)	111.5%	(\$2,412)
5441	RENTALS-LAND/BUILDINGS	\$132,000	\$132,000	\$44,162	\$87,838	33.5%	\$0
5442	RENTALS-EQUIPMNT/VEHICLES	\$100,000	\$100,000	\$17,698	\$82,302	17.7%	\$0
5451	CONSTRUCTION SERVICES	\$0	\$0	\$512,905	(\$512,905)	N/A	\$0
5490	OTHER PURCH PROPERTY SERV	\$40,000	\$40,000	\$0	\$40,000	0.0%	\$0
5513	STUDENT TRAN CONTRACT	\$1,761,617	\$1,761,617	-\$582	\$1,762,199	0.0%	\$0
5519	STUDENT TRAN OTHER EXTRA	\$606,374	\$606,374	\$101,294	\$505,080	16.7%	\$0
5521	INSURANCE (NOT EMP BEN)	\$79,477	\$84,233	\$84,233	(\$4,756)	106.0%	(\$4,756)
5522	INSURANCE- LIABILITY	\$106,318	\$110,079	\$110,079	(\$3,761)	103.5%	(\$3,761)
5531	COMMUNICATIONS	\$39,520	\$39,520	\$5,442	\$34,078	13.8%	\$0
5533	POSTAGE	\$29,120	\$29,120	\$9,025	\$20,095	31.0%	\$0
5534	TELEPHONE AND VOICE	\$33,000	\$33,000	\$4,089	\$28,911	12.4%	\$0
5541	ADVERTISING	\$16,640	\$16,640	\$2,194	\$14,446	13.2%	\$0
5551	PRINTING AND BINDING	\$15,215	\$15,215	\$0	\$15,215	0.0%	\$0
5561	TUITN TO PUB VT LEAS	\$75,000	\$75,000	\$0	\$75,000	0.0%	\$0
5562	TUITN TO PRIV VT LEAS	\$2,523,242	\$2,523,242	\$416,669	\$2,106,573	16.5%	\$0
5566	TUITN TO VC-ON BEHALF	\$532,910	\$532,910	\$0	\$532,910	0.0%	\$0
5567	TUITN TO VC	\$586,141	\$586,141	\$0	\$586,141	0.0%	\$0
5581	TRAVEL	\$47,280	\$47,280	\$2,478	\$44,802	5.2%	\$0
5611	GENERAL SUPPLIES	\$1,150,000	\$1,150,000	\$299,319	\$850,681	26.0%	\$0
5621	NATURAL GAS	\$205,000	\$205,000	\$3,514	\$201,486	1.7%	\$0
5622	ELECTRICITY	\$502,270	\$502,270	\$119,848	\$382,422	23.9%	\$0
5626	GASOLINE	\$31,000	\$31,000	\$3,287	\$27,713	10.6%	\$0
5641	BOOKS AND PERIODICALS	\$103,000	\$103,000	\$38,291	\$64,709	37.2%	\$0
5651	SUPPLIES - TECH RELATED	\$20,000	\$20,000	\$1,012	\$18,988	5.1%	\$0
5652	SUPPLIES - TECH SOFTWARE	\$375,000	\$465,000	\$418,670	(\$43,670)	111.6%	(\$90,000)
5731	MACHINERY	\$17,500	\$17,500	\$0	\$17,500	0.0%	\$0
5732	VEHICLES	\$100,000	\$100,000	\$0	\$100,000	0.0%	\$0
5733	FURNITURE AND FIXTURES	\$105,000	\$105,000	\$13,965	\$91,035	13.3%	\$0
5734	TECH-RELATED HARDWARE	\$495,000	\$495,000	\$157,106	\$337,894	31.7%	\$0
5811	DUES AND FEES	\$64,000	\$64,000	\$51,947	\$12,053	81.2%	\$0
5831	REDEMPTION OF PRINCIPAL	\$294,118	\$294,118	\$0	\$294,118	0.0%	\$0
5832	INTEREST ON LT DEBT	\$1,320,000	\$1,320,000	\$0	\$1,320,000	0.0%	\$0
5899	MISC EXPENDITURES - OTHER	\$21,000	\$21,000	\$2,337	\$18,663	11.1%	\$0
5912	FD TRSF- CONTRIB RSRV	\$650,000	\$650,000	\$0	\$650,000	0.0%	\$0
	TOTALS	\$63,459,466	\$63,583,645	\$11,916,208	\$51,543,258	18.8%	(\$124,179)



Colchester School District

Administrative Offices, 59 Rathe Road, PO Box 27, Colchester, Vermont 05446

Phone: (802) 264-5999 • www.csdvt.org • Fax: (802) 318-4669

MEMO

To: School Board Directors
From: George A. Trieb, Jr.
Subject: FY'27 Budget Timeline
Date: October 21, 2025

Attached is the proposed budget development timeline for FY'27. Similar to last year, it should provide us with ample time to: (1) review and discuss all expenditure and revenue items internally, (2) prepare the expenditures baseline budget, (3) thoroughly discuss the baseline budget with the school board, employees and community, (4) prepare and discuss the superintendent's budget, and, (5) finalize a budget for the school board's approval and timely warning.

All the dates noted fall on the scheduled school board meeting nights. However, should the need arise, we can also schedule extra budget sessions on January 13th and 27th, as long as we have the warned budget to the town clerk by January 28th. Ideally the goal is to have the budget warned on the 20th so that we don't delay our communications plan.

Please review and provide me with any feedback that you might have.

Thanks.

Amy Minor
Superintendent
of Schools

George Trieb
Chief Financial & Operations
Officer

Carrie Lutz
Director of Student
Support Services

Jean Shea
Director of Instructional
Support Services

Gwendolyn Carmolli
Director of Curriculum
& Instruction

Board Meeting Dates	Budget Topic	Specific Budget Items
10/21/25	Timeline	Review budget timeline/process – general budget discussion
11/4/25	Expenditures/Strategy	- Discuss budget drivers and challenges - Review existing tax calculation (terms/methodology) and/or new funding formula
11/18/25	Expenditures	- Enrollment history and projections - Class size numbers – K-8 / FTE's instructional - General budget discussion – prioritize key budget items (strategy driven process) - Budget Core Assumptions - Grant/Medicaid funded programs and personnel - Discuss new/discontinued programs – Impact
12/2/25	Expenditures	- Review and discuss baseline expenditure budget - Building Operational Budgets - PPS, UMS, MBS, CMS, CHS.
12/16/25	Expenditures	Continue to review & discuss expenditures
1/6/26	Revenue	- Present Superintendent's recommended budget - Discuss all potential sources of revenue – local, state, federal and SPED
1/20/26	General	- Discuss the proposed Superintendent's recommended budget impact on the education tax - School Board approves budget and warning
2/3/26	Budget Discussions	Discuss and promote budget
2/17/26	Budget Discussions	Discuss and promote budget
3/2/26	Town Meeting	Town Meeting/School Report Night
3/3/26	Meeting/Vote	Obtain approval for school budget



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To: School Board Directors
From: Carrie Lutz, Tim Santimore
Subject: Purchase – Specialized Transportation Van
Date: 10/21/25

The purpose of this memorandum is to obtain approval from the school board for the purchase of a new van for student transportation.

The district has had a fleet of five vehicles for the use of specialized transportation. These vehicles enable us to meet a critical need—providing transportation in situations where a generalized transit option is not suitable for a student's educational goals. The purchase of a new vehicle is to replace one of the 2017 Dodge Caravans that had a major transmission failure. The cost of repairs would exceed the value of the vehicle and it could not be repaired expeditiously due to nationwide shortages of the particular parts needed.

By law, we are required to obtain three bids as the purchase amount is over \$40,000. We have satisfied that requirement as shown below. I recommend purchasing Option #2, the 2025 Toyota Sienna LE.

An appropriate motion would be: “I move to authorize the Business and Operations Manager to purchase a new van for the district as recommended.”

Amy Minor
Superintendent
of Schools

George Trieb
Business & Operations
Manager

Carrie Lutz
Director of Student
Support Services

Jean Shea
Director of Instructional
Support Services

Gwendolyn Carmolli
Director of Curriculum
& Instruction

Quotes for Specialized Transportation Vehicles 2025

Option #1

- New Green 2025 Toyota Sienna XLE AWD, Hybrid
- \$49,810
- [Lexington Toyota](#)
 - 409 Massachusetts Avenue, Lexington, MA 02420
 - 781-861-7400

[All Vehicles](#) | VIN 5TDJ5KFC05S43C409 | Total SRP* \$49,810

Vehicle may be in transit. Estimated availability 10/31/25 - 11/17/25.

2025 Sienna XLE

\$49,810

SmartPath Price*

Confirm Availability

Exterior Cypress

Interior Gray Softex®

34/36 est.mpg*

2.5L Hybrid Engine / 245 horsepower Electronically controlled Continuously Variable Transmission (ECVT) with All-Wheel Drive

1500w Inverter, 50 State Emissions,...

[View All Vehicle Details](#)

Image represents trim level only.

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1 of 8

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Quotes for Specialized Transportation Vehicles 2025

Option #2

- New Green 2025 Toyota Sienna LE AWD, Hybrid
- \$45,435
- [Bernardi Toyota](#)
 - 1626 Worcester Road Route 9 East Framingham, MA 01702
 - 866-978-2289



New 2025 Toyota Sienna LE AWD

Hybrid 10 views in the past 7 days

Selling Price
Detailed Pricing

\$45,939

Build My Deal

Value My Trade

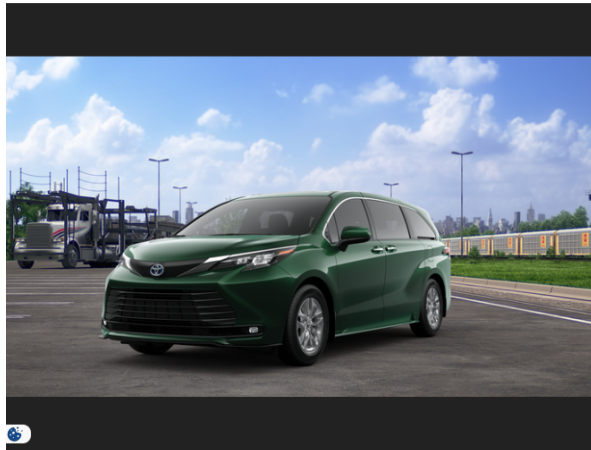
Check Availability

Quotes for Specialized Transportation Vehicles 2025

Option #3

- New Green 2025 Toyota Sienna XLE, AWD Hybrid
- \$48,050
- [Romeo Toyota of Glens Falls](#)
 - 169 Broad St, Glens Falls, NY 12801
 - 518-793-5611

[Romeo Toyota of Glens Falls](#) / [New Vehicles](#) / [2025](#) / [Toyota](#) / [Sienna](#) / [XLE](#)



✓ Confirm Availability



2025 Toyota Sienna XLE

📍 In Transit

Total SRP ¹⁵⁴ \$48,050

Add. Available Toyota offers:

College ⓘ	\$500
Military ⓘ	\$500

CUSTOMIZE PAYMENTS

VALUE YOUR TRADE

CHECK AVAILABILITY

Vehicle may be in transit. Contact dealer to confirm availability.
Estimated availability 10/17/25

Schedule Service

Chat With Us

CONSENT AGENDA										
Board Meeting Date: 10/21/25										
<i>Licensed Employees (Teacher/Administrator)</i>										
Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Melissa	Conchieri	New Hire	Long-Term Sub: Special Education (10/27/25 - End of School Year)	1.0	MBS	Request to Hire			Yes
<i>Non-Licensed Employees (Support Staff), Board Approval Required</i>										
Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Melissa	Conchieri	Leave of Absence	Occupational Therapist Assistant	37.5	MBS	Request for LOA (10/27/25-End of school year)			
Support Staff	Maggie	Yorke	Leave of Absence	Behavior Interventionist	35	UMS	Request for unpaid LOA (1/20/26 - 3/11/26)			
<i>Non-Licensed Employees (Support Staff), Informational</i>										
Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Levi	Harris	Resignation	Behavior Interventionist	40.0	CMS	Notice of Resignation			
Support Staff	Samantha	Canuel	New Hire	Admin. Asst. I - SPED	40.0	CHS	Notice of Hire	Krista Knaus	Yes	Yes
Support Staff	LB	Gurung	New Hire	ML Paraeducator	32.5	CMS	Notice of Hire	Olivia Collender	Yes	Yes
Support Staff	Gopal	Rai	New Hire	Custodian	40	DW	Notice of Hire		Yes	Yes

Colchester School District

Board of Education Meeting
Colchester High School Library

Tuesday, October 7, 2025
7:00 p.m.

Meeting Minutes

The Colchester Board of Education held a regular board meeting on Tuesday, October 7, 2025, in the Colchester High School Library Media Center. Board members in attendance were Lindsey Cox, Nic Longo, Ben Yousey-Hindes, Laurie Kigonya, Jennifer Fath and Student Representative Trinity McCarthy. Administrators in attendance were Superintendent Amy Minor, Director of Curriculum and Instruction Gwen Carmolli, and Director of Student Support Services Carrie Lutz. There was one audience member present.

I. Call to Order

Board Chair Lindsey Cox called the meeting to order at 7:00 p.m. and led in the Pledge of Allegiance.

II. Citizens Participation*

None.

III. Approval of Contract with PC Construction for PPS Project

Action

At the meeting held on September 18, 2025, the board reviewed the five bids submitted by pre-qualified contractors. At that meeting, the board authorized the district to enter into a letter of intent with the lowest bidder, PC Construction, pending the formal drafting of the contract. At this meeting, the board reviewed the contract, which was collaboratively crafted by the district, PC Construction, Black River Design Architects, and had been vetted by the district's attorney.

Director Longo moved to authorize the Business Manager to execute the proposed contract with PC Construction as presented. The motion passed unanimously.

IV. Hear Update on District Quality Standards

Informational

The Vermont Agency of Education adopted District Quality Standards (DQS) to bring school governance into more alignment across the state. Superintendent Amy Minor provided a presentation to the community outlining the overarching categories in the DQS, including business operations, facilities management and safety, and governance. In each category, she also noted how the district is meeting the standards.

During the discussion of the DQS, Director Longo inquired about the relationship between the DQS and the work of the State's redistricting committee. Superintendent Minor confirmed that the committee is aware of the DQS. Director Longo then asked about the implications of district consolidation. Superintendent Minor explained that if districts were to merge, the new entity would be required to adopt new policies and procedures and undergo a reevaluation process. She characterized consolidation as a significant lift, noting that it would involve a major effort beyond just ensuring the new district is embraced by all affected communities.

V. Review Board Goals and Policy Work Plan

Informational

Superintendent Amy Minor provided an overview of the School Board's goals, which were established at the recent work session retreat. Their goals for the school year include governance standards, policy, communications, finance, monitoring, facilities, and support staff contract negotiations. Specifically related to the board's policy work, she noted the review cycle, which aims to review each policy every five years, resulting in approximately 16 policies per year. She highlighted the recent recategorization of the policy manual, which the board approved in June, making it easier for families and staff to navigate.

VI. First Reading of the Vocational/Technical Center Programs Policy: F25

Action

This policy defines how students access vocational and technical center programs. It is consistent with the Vermont School Board Association model policy and has served the district well. There were no recommended changes.

Director Yousey-Hindes moved to approve the first reading of the Vocational/Technical Centers Program Policy: F25. The motion passed unanimously.

VII. First Reading of Annual School Report Policy: G7

Action

This policy is a requirement per the Agency of Education. It is consistent with the Vermont School Board Association model policy and has served the district well. There were no recommended changes.

Director Kigonya moved to approve the first reading of the Annual School Report Policy: G7. The motion passed unanimously.

VIII. Approval of Consent Agenda

Action

CONSENT AGENDA										
Board Meeting Date: 10/7/25 - REVISED										
<i>Licensed Employees (Teacher/Administrator)</i>										
Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
<i>Non-Licensed Employees (Support Staff), Board Approval Required</i>										
Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
<i>Non-Licensed Employees (Support Staff), Informational</i>										
Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Nancy	Pratt	New Hire	Paraeducator	32.5	CMS	Notice of Hire			
Support Staff	Christina	Collette	New Hire	Paraeducator	15	MBS	Notice of Hire			
Support Staff	Kimberly	McKenzie	New Hire	Paraeducator	32.5	PPS	Notice of Hire			
Support Staff	Todd	Bushey	New Hire	Maintenance	40	DW	Notice of Hire	Kyle Latterell	Yes	Yes
Support Staff	Cassandra	Farmer	New Hire	Paraeducator	32.5	PPS	Notice of Hire			
Support Staff	Heather	Coughlin	Resignation	Paraeducator	32.5	UMS	Notice of Resignation			

No action was required by the board.

IX. Approval of Meeting Minutes

Action

Director Longo moved to approve the minutes from the meetings held on September 16, 18, 23, and 30, 2025. The motion passed unanimously.

X. Board/Administration Communication, Correspondence, Committee Reports

Informational

Superintendent Minor provided an update on facility work in the district.

- The construction permit for PPS has been issued and weekly meetings with the district, contractors, and architects have begun. The site will soon begin preparations with the addition of barriers and fencing.
- UMS and Black River are meeting on October 16 to further develop the site plan, parking, playground, and the interior layout and overall design theme.
- Six people were inducted into the inaugural CHS Hall of Fame. Student Representative Trinity McCarthy shared how they were honored, including acknowledgment at the school's pep rally, tours of the school during a luncheon, a ribbon-cutting ceremony of the Hall of Fame hallway, and an award presentation during halftime at the evening's soccer game.

XI. Future Agenda Items

Informational

- School Reports
- Financial Report
- Policy Work
- Facility Renovation Updates
- FY27 Timeline

XII. Adjournment

Director Yousey Hinds moved to adjourn at 8:09 p.m. The motion passed unanimously.

Meghan Baule
Recording Secretary

Ben Yousey-Hinds
Board Clerk