

# Colchester School Board Meeting Agenda & Packet

October 7, 2025



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

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**Meeting Agenda**

- |       |   |               |
|-------|---|---------------|
| I.    | Call to Order   |               |
| II.   | Citizens Participation*   |               |
| III.  | Approval of Contract with PC Construction for PPS Project             | Action        |
| IV.   | Hear Update on District Quality Standards                             | Informational |
| V.    | Review Board Goals and Policy Work Plan                               | Informational |
| VI.   | First Reading Vocational/Technical Center Programs Policy: F25        | Action        |
| VII.  | First Reading Annual School Report Policy: G7                         | Action        |
| VIII. | Approval of Consent Agenda  | Action        |
| IX.   | Approval of Meeting Minutes   | Action        |
|       | o September 16, 2025 (General)  |               |
|       | o September 18, 2025 (Special)  |               |
|       | o September 23, 2025 (Special)  |               |
|       | o September 30, 2025 (Special)  |               |
| X.    | Board/Administration Communication, Correspondence, Committee Reports | Informational |
| XI.   | Future Agenda Items   | Informational |
| XII.  | 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](http://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](mailto: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](http://www.lcatv.org/live-stream-3).



**VERMONT AGENCY OF EDUCATION**

# **DISTRICT QUALITY STANDARDS**

**Rule Series 100**

## 100 District Quality Standards

### 101 Statutory Authority

16 V.S.A. § 165(g); 2022 Acts and Resolves No. 127, Sec. 14

### 102 Statement of Purpose

As set forth in 16 V.S.A. § 165:

(g) In addition to the education quality standards provided in section (a) of this section, each Vermont school district shall meet the school district quality standards adopted by rule of the Agency of Education regarding the business, facilities management, and governance practices of school districts. These standards shall include a process for school district quality reviews to be conducted by the Agency of Education. Annually, the Secretary shall publish metrics regarding the outcomes of school district quality reviews.

The purpose of these rules is to improve school district quality as a means to support the State's goal, set forth in 16 V.S.A. § 165(a), "that all Vermont children will be afforded educational opportunities that are substantially equal in quality" and enable them to achieve or exceed the education quality standards approved by the State Board of Education.

The State has ultimate responsibility for ensuring all students receive substantially equal access to a quality education. This responsibility originates from the Vermont Constitution and is more fully described in 16 V.S.A. § 1.

To fulfill its responsibility, the State delegates considerable authority to school districts, supervisory unions (SU/SDs), and superintendents. Therefore, the State has an obligation to provide public assurance that its delegated authority is being exercised in a manner that will likely achieve its responsibility. The State has an additional obligation to ensure that students in Vermont public schools are provided educational opportunities substantially equal to those provided in other public schools.

The standards provided in these rules describe core elements of a quality education delivery system. They also describe the role of the Agency of Education in providing the necessary support and oversight to attain those standards, so all students receive substantially equal access to a quality education.

These rules are in addition to and, unless otherwise specifically stated, do not supersede other Rules adopted by the Agency of Education or the State Board of Education.

## 103 Definitions

As used in this Rule 100 Series, words have the meaning as defined or intended in Title 16, Vermont Statutes Annotated; provided, however, that as used in this Rule Series, the term:

**103.1** “Board” means the board of an SU/SD and, if applicable, the board of each member school district within an SU.

**103.2** “Governance” means the system and methods by which the SU/SD is directed and overseen including the SU/SD’s structure, the processes for making decisions and for ensuring accountability, and the ways in which goals are set and achieved, risk is assessed and mitigated, and performance is maximized.

**103.3** “Priorities” means the SU/SD’s goals that are identified as most important by its board.

**103.4** “Processes” means structures established by the SU/SD to support consistency, clear expectations, organization, and shared understanding for how the work will be accomplished.

**103.5** “Protocols” means the SU/SD’s agreed-upon norms of behavior and interactions to promote transparency, predictability, and functional group dynamics.

**103.6** “SU/SD” means a supervisory union, including a supervisory district (a single-district supervisory union), in connection with:

- (a) The duties it performs on behalf of the supervisory union itself; and
- (b) If applicable, the duties it performs on behalf of its member school districts or the duties for which it is responsible for ensuring performance on the member districts’ behalf.

## 110 District Quality Standards

As required by 16 V.S.A. § 165(g), each SU/SD shall meet or exceed the following district quality standards.

## 111 Business Operations

### 111.1 Budgeting and Accounting

The SU/SD follows consistent and financially sound processes to effectively manage its budget, use resources most efficiently, and ensure transparency of financial operations.

**111.1.1** The SU/SD prepares and presents an annual budget which ensures compliance with federal and other budgeting requirements and demonstrates a clear connection to established SU/SD goals and priorities and, if applicable, the goals and priorities of each member school district within the SU.

**111.1.2** The SU/SD maintains accounting systems and records that ensure transparency and accountability for all funds, regardless of source, and provide complete, accurate, reliable, and timely data for reporting.

**111.1.3** The SU/SD maintains accounting records in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board principles (GASB).

**111.1.4** The SU/SD records and reports information consistent with the most current version of the Vermont Agency of Education Uniform Chart of Accounts within the SU/SD's accounting software.

**111.1.5** The SU/SD employs grants management practices that enable it to effectively and efficiently spend its federal grant funds and prevent reversion of funds.

### **111.2 Risk Management and Internal Controls**

The SU/SD maintains adequate internal controls to provide reasonable assurance the SU/SD and, if applicable, each member school district within the SU follow State and federal statutes and regulations.

**111.2.1** The SU/SD completes required audits in accordance with established deadlines and communicates audit results with the SU/SD Board and, if applicable, the board of each member school district within the SU.

**111.2.2** The SU/SD establishes, and complies with, a consistent records management process that adequately addresses all State, federal, and local requirements related to records and records retention.

**111.2.3** The SU/SD takes adequate measures to safeguard protected information and other information designated as sensitive, consistent with applicable State and federal law.

**111.2.4** The SU/SD implements and maintains effective procurement and contract administration processes.

**111.2.5** The SU/SD has incorporated a risk management assessment, including liability insurance coverage and safe cybersecurity practices, into its operational processes.

### **111.3 Personnel Management**

The SU/SD and, if applicable, each member school district within the SU employs staff in accordance with State and federal law and implements equitable and inclusive personnel practices that support effective recruitment and retention of staff.

**111.3.1** The employer establishes clear and consistent policies and processes for equitable hiring of staff.

**111.3.2** The employer ensures that all employees, volunteers, and other applicable staff have completed all required background check requirements in accordance with law.

**111.3.3** The employer ensures that all positions that require professional licensing meet current licensing requirements throughout the duration of employment.

#### **111.4 Data Management**

The SU/SD ensures systems are in place for the efficient and purposeful collection, use, and sharing of data.

**111.4.1** The SU/SD reports accurate and timely data as required by the Secretary of Education.

**111.4.2** The SU/SD uses a single student information system for all public schools within the SU/SD as a data source for up-to-date educational records.

**111.4.3** The SU/SD's student information system meets interoperability requirements as specified by the Secretary of Education.

**111.4.4** The SU/SD demonstrates purposeful use of data in identifying needs, evaluating program effectiveness, and communicating the current state of educational outcomes.

### **112 Facilities Management and Safety**

#### **112.1 Facilities Management**

The SU/SD adequately maintains and cleans the facilities for which the SU/SD or, if applicable, a member school district is responsible, and has developed the plans necessary to ensure current and future operations.

**112.1.1** The SU/SD maintains a comprehensive school facilities Operations and Maintenance Manual (OMM) for each building and other facility for which the SU/SD or, if applicable, a member school district is responsible.

(a) The SU/SD ensures that educational and program facilities are accessible, clean, safe, secure, well-lit, well-maintained, and conducive to student learning, including having adequate access to technology.

(b) The OMM describes regular cleaning routines and maintenance tasks such as the periodic cleaning/changing of HVAC filters and other mechanical systems to ensure good air quality.

(c) The SU/SD updates the OMM as changes to facilities or staffing occur and provides training to staff on how to implement the OMM.

**112.1.2** The SU/SD maintains a five-year Capital Improvement Plan (CIP) for each building and other facility for which the SU/SD or, if applicable, a member school district is responsible and updates it annually.

(a) The CIP describes future capital development and improvement needs, including the need for adequate-sized facilities based on enrollment projections.

(b) The CIP also addresses the following categories in addition to capacity:

(i) Safety and security infrastructure;

(ii) Accessibility;

(iii) Technology infrastructure;

(iv) Capacity to deliver STEAM (science, technology, engineering, arts, and math) programming; and

(v) Building systems' condition and performance, including energy efficiency improvements and indoor air quality to address the health and safety of students and employees.

**112.1.3** The SU/SD designates a person with responsibility for facilities management with the SU/SD. The designee receives the necessary training and certification to ensure compliance with these standards.

## **112.2 Facilities Safety**

The SU/SD ensures that the facilities for which the SU/SD or, if applicable, a member school district is responsible are safe, and maintains up-to-date operational plans to ensure staff and other stakeholders can respond to threats.

**112.2.1** The SU/SD maintains a comprehensive Emergency Operations Plan (EOP) in the format prescribed by the Secretary.

(a) SU/SD leadership and, if applicable, the leadership of each member school district within the SU reviews and updates the EOP annually to ensure that it includes the essential processes, operations, and assignments that are required to plan, prepare, mitigate, respond to, and recover from an emergency or disaster.

(b) The SU/SD ensures that all drills, practice exercises, and other emergency processes required by the EOP are conducted at each building or other facility.

**112.2.2** The SU/SD ensures that each building and other facility has adopted an appropriate approach to physical security measures to ensure each facility is a safe and secure environment.

**112.2.3** The SU/SD ensures that all SU/SD staff and, if applicable, member school district staff within the SU/SD are trained in emergency operations including threat assessment protocols.

## **113 Governance**



### **113.1 Governance Priorities**

Through an equity lens, the Board of each SU/SD and, if applicable, of each member school district within the SU, adopts a vision and measurable goals to support continuous improvement and monitors student academic progress and wellness.

**113.1.1** The Board follows an inclusive process to invite and incorporate community input into the vision and goals for the school system.

**113.1.2** At least annually, the Board sets measurable goals and regularly reviews the progress toward those goals.

**113.1.3** At least annually, the Board monitors student academic progress and wellness.

**113.1.4** At least annually, the Board formally evaluates the performance of the superintendent, based in part on the superintendent's progress toward meeting agreed-upon goals.

### **113.2 Governance Protocols**

The Board of each SU/SD and, if applicable, of each member school district within the SU adopts, reviews annually, and revises, as needed, operating protocols for how it does its work and annually reads foundational documents such as articles of agreement.

**113.2.1** The Board annually assesses its performance, including adherence to agreed protocols, processes, and policies.

**113.2.2** The Board annually reviews whether and/or how its actions and contributions have impacted the school system's success in meeting goals.

**113.2.3** The Board annually evaluates the effectiveness of community engagement and public communication efforts.

**113.2.4** The Board undertakes its own continuous learning and development and provides members with opportunities for ongoing training and support to maintain and increase their skills and understanding.

### **113.3 Governance Processes**

The Board of each SU/SD and, if applicable, of each member school district within the SU establishes and follows inclusive, transparent, and predictable methods to conduct its work.

**113.3.1** The Board discusses, adopts, and revises policies on a regular basis to ensure the system is supporting and meeting the needs of every student.

**113.3.2** The Board ensures its annual budget aligns with its stated priorities and provides an equitable distribution of resources to help meet the needs and goals of every student.

**113.3.3** The Board ensures its members are aware of conditions set forth in negotiated agreements and contracts.

**113.3.4** The Board ensures its members understand and comply with Vermont statutes and regulations relevant to board work and public education.

**113.3.5** The Board stays apprised of proposed legislation and policy-making that may affect its school system and students.

**113.3.6** The Board maintains an ongoing relationship with locally elected officials.

## **130 Quality Assurance**

### **131 District Quality Review Process**

#### **131.1 Self-Evaluation**

**131.1.1** Annually, the SU/SD shall evaluate its performance under each District Quality Standard set forth in Rule 110 above and the following Education Quality Standards (State Board Rule Series 2000):

- SBE Rule 2120.6 Curriculum Coordination
- SBE Rule 2120.8 Local Graduation Requirements
- SBE Rule 2121.3 Needs Based Professional Learning
- SBE Rule 2121.4 Staff Evaluation
- SBE Rule 2121.5 Tiered System of Support
- SBE Rule 2122.2 Access to Instructional Materials
- SBE Rule 2123 State and Local Comprehensive Assessment System
- SBE Rule 2125 Continuous Improvement Plan

**131.1.2** Annually, on or before a date determined and announced by the Agency, the SU/SD shall submit its self-evaluation electronically to the Agency.

**131.1.3** The SU/SD shall conduct and submit its self-evaluation on a form developed by the Agency, which the Agency may update as necessary or as it deems advisable.

**131.1.4** Based on the results of the SU/SD self-evaluation, the Agency may require the SU/SD to participate in training to improve its practices related to one or more District Quality Standards and/or Education Quality Standards listed above.

## 131.2 Three-Year Intermediate Reviews

**131.2.1** The Agency shall evaluate each SU/SD's performance under the Education Quality Standards listed in 131.1.1 above by reviewing the State assessment proficiency scale scores of each SU/SD and each SU/SD's progress in achieving adequate growth in proficiency, including proficiency of historically marginalized student subgroups.

**131.2.2** Not less than every three years, based on the evaluation in 131.2.1, the Agency shall identify for an intermediate review each SU/SD that the Secretary determines is not meeting Education Quality Standards or that is not making sufficient progress in improving student performance as required by 16 V.S.A. § 165(b). The Agency shall inform each SU/SD in writing whether it has been identified for intermediate review.

**131.2.3** An SU/SD identified for an intermediate review will be evaluated by the Agency for compliance with the Education Quality Standards listed in 131.1.1 above. The Agency shall notify the SU/SD in writing of the outcome of its review not later than one year from the date of written identification in 131.2.2.

**131.2.3.1** The notification shall identify any standard the SU/SD failed to meet.

**131.2.3.2** The notification shall identify the specific actions the SU/SD must take to meet any standard it failed to meet and establish a deadline by which the action must be completed.

**131.2.3.3** The notification shall identify the manner in which the SU/SD shall confirm that it has taken the identified actions (e.g., in writing, in an electronic meeting, at an in-person meeting).

**131.2.3.4** The notification shall describe the technical assistance the Agency will provide to the SU/SD.

## 131.3 Enforcement

In order to ensure that students in Vermont public schools are provided educational opportunities substantially equal to those provided in other public schools, and to ensure that all Vermont public schools can demonstrate satisfactory ability to meeting the Education Quality Standards, the Secretary shall take the following actions:

**131.3.1** If an SU/SD fails to take corrective actions identified in the Agency's notification issued under 131.2.3, then, within two years of the date of notification, the Agency may make a recommendation to the State Board for one or more of the following actions, pursuant to the process described in 16 V.S.A. § 165(b):

(a) the Agency shall continue to provide technical assistance for one more cycle of review;

- (b) the State Board shall adjust supervisory union boundaries or responsibilities of the superintendency pursuant to 16 V.S.A. § 261;
- (c) the Secretary shall assume administrative control of an individual school, school district, or supervisory union, including budgetary control to ensure sound financial practices, only to the extent necessary to correct deficiencies;
- (d) the State Board shall close an individual school or schools and require that the school district pay tuition to another public school or an approved independent school pursuant to chapter 21 of Title 16; or
- (f) the State Board shall require two or more school districts to consolidate their governance structures.

### **132 Publication of “Metrics Regarding the Outcomes” of District Quality Reviews**

**132.1** Within 60 days of the deadline established for submission of the original self- evaluation in 131.1 above, the Agency shall publish on its website each SU/SD’s measurements under the district quality standards.

**132.2** Within 7 days of the written identification in 131.2.2 above, the Agency shall publish on its website a list of SU/SDs identified for a three-year intermediate review.

### **140 Effective Date**

These rules will take effect on July 1, 2025.

## COLCHESTER SCHOOL DISTRICT

### **POLICY: VOCATIONAL/TECHNICAL CENTER PROGRAMS**

**DATE ADOPTED:** May 21, 2019

#### **PURPOSE**

Colchester School District recognizes its obligation to provide high school students and adults who do not have a high school diploma with a genuine opportunity to participate fully and to benefit from technical education.

#### **POLICY STATEMENT**

All Colchester students and adult residents who attend technical education center programs in Burlington or Essex are considered students of Colchester High School. As such, they are subject to the normal registration and attendance policies of the Colchester School District. The Colchester School District shall assume responsibility for the tuition of technical education students only if they are properly enrolled according to the district procedures and practices defined below.

#### **IMPLEMENTATION**

1. Any qualified student, including adults without diplomas, who desire to attend an area technical center must first be appropriately registered at Colchester High School.
2. Each student desiring to participate in a technical center program must meet with their CHS guidance counselor to discuss various program options. The goal of this meeting is not only enrollment in a specific technical center program, but also the relationship of any specific program to the student's total high school program.
3. Vocational technical programs are typically designed to be completed in full days for one school year or half days for two years. Requests from students to increase technical center attendance time greater than the typical completion time may be granted by the district given special or extenuating circumstances.
4. Per State Board regulation 2372.14, vocational technical center programs are not available to students below grade ten without prior approval. Also, if space is limited in specific programs, preference will be given to seniors enabling the completion of a program before graduation.
5. Colchester adults without diplomas must follow the same procedures and practices defined for qualified high school students (State Board Regulation 2370.11).

Last Adopted: November 5, 2002  
Date Warned: May 3, 2019  
First Reading: May 7, 2019  
Second Reading: May 21, 2019

**COLCHESTER SCHOOL DISTRICT**

**POLICY: ANNUAL SCHOOL REPORT**

**DATE ADOPTED:** November 19, 2019

**POLICY STATEMENT**

It is the policy of the Colchester School District to develop and use the annual school report to communicate with the public about the effectiveness of educational programs and about how resources are utilized to improve student achievement. The annual report is intended to be an accountability instrument and a communication tool for delivering factual information broadly throughout the community and to initiate formal and informal opportunities for community members to become involved with their local schools.

Last Adopted: August 19, 2003  
Date Warned: November 1, 2019  
First Reading: November 5, 2019  
Second Reading: November 19, 2019

CONSENT AGENDA										
Board Meeting Date: 10/7/25										
<i>Licensed Employees (Teacher/Administrator)</i>										
Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
<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

## Colchester School District

Board of Education Meeting  
Colchester High School Library

Tuesday, September 16, 2025  
7:00 p.m.

### Meeting Minutes

The Colchester Board of Education held a regular board meeting on Tuesday, September 16, 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, Director of Student Support Services Carrie Lutz, CMS Principal Tara Sharkey and CHS Principal Andrew Conforti. There were two audience members 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. Introduction of Student School Board Member

Informational

Superintendent Amy Minor introduced Trinity McCarthy, a senior at Colchester High School, as the new student representative for the 2025-26 school year. Superintendent Minor noted that Trinity gave a powerful address at the August opening in-service. CHS Principal Andrew Conforti highlighted Trinity's impressive advocacy for students and her history of giving back to the school community, including her work mentoring elementary students..

#### IV. Hear Secondary Principals Report

Informational

The principals of the two secondary schools provided an informational update on academic achievement, social-emotional and wellness goals, and family engagement.

Principal Tara Sharkey shared that Colchester Middle School teachers focused on three key areas during the August inservice: strengthening and aligning the curriculum, increasing argumentation, and providing more opportunities for student agency through choice. She provided data statistics and noted that the new adaptive scheduler is helping students get better access to support during team time. Sharkey highlighted grade-level field trips that kicked off the school year, which were designed to build community, foster relationships, and reinforce school-wide norms. She also mentioned a great turnout for the open house and that about 150 students are participating in fall sports, with more expected to join clubs later in the month.

Colchester High School Principal Andrew Conforti introduced this year's school theme, "All Hands on Deck," which is reflected in their goals to increase student attendance and engagement, and to improve math and literacy skills through a focus on comprehension and argumentation. He emphasized that these efforts are data-informed and supported by various tools and resources for teachers. Principal Conforti also detailed the school's more direct approach to school and personal safety, which includes specific trainings and consistent communication with families and students. He gave an overview of the



Trusted Adult Model, a program piloted in the spring that led to a substantial increase in attendance for at-risk students. He also touched on the new policy prohibiting cell phone use during class, noting that faculty and students have generally received it well, and a positive difference in engagement is already being observed. Principal Conforti concluded by mentioning the excitement for the inaugural CHS Hall of Fame Class induction, which will honor six alumni during homecoming in early October. Student Representative Trinity McCarthy added that there is a lot of excitement at the school, especially among the senior class who are looking forward to traditions they have been waiting for.

**V. Facilities and Bid Process Update**

**Informational**

Superintendent Amy Minor announced that a 9-hole disc golf course is now officially operational at Colchester High School. The Physical Education Department played a crucial role in bringing the course to life and is excited to use it with students this fall. Superintendent Minor noted that the course is also a great asset to the community, but reminded everyone that alcohol, drugs, and tobacco are prohibited on school grounds, which includes the disc golf course.

Minor also provided an update on the Porters Point School (PPS) construction project. She noted that five general contractor bids are expected and are due at the Central Office on Wednesday, September 17, 2025. Minor reviewed the legal requirements for accepting bids, and a special meeting is scheduled for Thursday, September 18, 2025, to review them and confirm an agreement. While the focus for the past eight months has been on PPS, she stated that Black River Design has now officially started the plan designs for the Union Memorial School (UMS) project. The architects will work with UMS staff to make design choices and layout decisions as they prepare to break ground in 2026.

**VI. Approval of Consent Agenda**

**Action**

CONSENT AGENDA										
Board Meeting Date: 9/16/25 <b>REVISED</b>										
<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	Jessica	Randall	New Hire	Paraeducator	14.0	MBS	Notice of Hire			
Support Staff	Judith	Bourgault	Resignation	Lunch/Recess Duty Supervisor	15	MBS	Notice of Resignation			
Support Staff	Christina	Bleau	New Hire	Food Service	26	CMS	Notice of Hire			
Support Staff	Patricia	Rich	New Hire	Lunch/Recess Duty Supervisor	15	MBS	Notice of Hire	Judith Bourgault	Yes	Yes

*No action was required by the board.*

**VII. Approval of Meeting Minutes** **Action**

*Director Kigonya moved to approve the minutes from the meeting held on September 2, 2025. The motion passed unanimously.*

**VIII. Board/Administration Communication, Correspondence, Committee Reports** **Informational**

- A special meeting will be held on September 18th to review bids from construction companies.
- A board retreat is scheduled for September 30th.

**IX. Future Agenda Items** **Informational**

- School Reports
- Policy Work
- Facility Renovation Updates

**X. Proposed Executive Session to Discuss a Student Matter** **Action**

*Director Yousey-Hindes moved to enter executive session to discuss a student matter at 8:05 p.m. The motion passed unanimously.*

**XI. Adjournment**

*Director Yousey Hindes moved to exit executive session and adjourn at 8:34 p.m. The motion passed unanimously.*

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Meghan Baule  
Recording Secretary

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Ben Yousey-Hindes  
Board Clerk

## Colchester School District

Board of Education Special Meeting  
Malletts Bay School Library

Thursday, September 18, 2025  
6:00 p.m.

### Special Meeting Minutes

The Colchester Board of Education held a special board meeting on Thursday, September 18, 2025, in the Malletts Bay School Library. Those in attendance were Board Members Lindsey Cox, Nic Longo, Ben Yousey-Hindes, Laurie Kigonya, and Jennifer Fath; Superintendent Amy Minor, Chief Financial and Operations Officer George Trieb, Black River Design Architects John Hemmelgarn and Polly Wheeler, and PCI Capital Project Consultants Marty Spaulding and Tom Yandow. There were two audience members 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 General Contractor for Porters Point School Project

#### Action

Superintendent Amy Minor introduced John Hemmelgarn and Polly Wheeler from Black River Design Architects, along with Marty Spaulding and Tom Yandow from PCI Capital Project Consultants.

Polly Wheeler shared that the district received five bids from pre-qualified contractors. She noted the bids were in a tight grouping, which is a good indication that the lowest bidder did not miss any significant details. John Hemmelgarn added that receiving bids only from qualified and vetted contractors was great news. He stated that the general contractor will be handling the heavy lifting from here on out, and the rest of the teams will focus on what needs to be done to support their success.

Superintendent Minor outlined the next steps: The board will approve a general contractor and also a letter of intent. This letter, which has been vetted by the district's legal counsel, will allow the contractor to begin work while the full contract is finalized.

The board then discussed the bidding process and compared the base bid totals to the original and updated project estimates.

***Director Yousey Hindes moved to award the Porters Point Renovation/Addition Project to PC Construction and authorize the Business Manager to execute a contract with PC Construction to finalize the contracted work. This award is contingent on an agreed-upon contract between both parties. The motion passed unanimously.***

***Director Longo moved to authorize the Superintendent to execute a letter of intent with PC Construction to permit work to begin while the formal contract is being finalized. The motion passed unanimously.***

#### IV. Adjournment

*Director Fath moved to adjourn at 6:23 p.m. The motion passed unanimously.*

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Meghan Baule  
Recording Secretary

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Ben Yousey-Hindes  
Board Clerk

DRAFT

## Colchester School District

Board of Education Meeting  
Central Office - 59 Rathe Rd

Tuesday, September 23, 2025  
6:30 p.m.

### Meeting Minutes

The Colchester Board of Education held a special board meeting on Tuesday, September 23, 2025, in the Central Office Conference Room. In attendance were Board Members Lindsey Cox, Nic Longo, Ben Yousey-Hindes, Laurie Kigonya, and Jennifer Fath; Superintendent Amy, CHS Principal Andrew Conforti, the student and their family.

#### I. Call to Order

Board Chair Lindsey Cox called the meeting to order at 6:27 p.m.

#### II. Proposed Executive Session for Student Hearing

Action

*Director Kigonya moved to enter executive session at 6:28 p.m. to conduct a student hearing. The motion passed unanimously.*

#### III. Adjournment

*Director Yousey-Hindes moved to exit executive session and adjourn at 7:38 p.m. The motion passed unanimously.*

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Meghan Baule  
Recording Secretary

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Ben Yousey-Hindes  
Board Clerk

## Colchester School District

Board of Education Meeting  
Central Office - 59 Rathe Rd

Tuesday, September 30, 2025  
6:30 p.m.

### Special Meeting Minutes

The Colchester Board of Education held a special board meeting on Tuesday, September 30, 2025, in the Central Office Conference Room. In attendance were Board Members Lindsey Cox, Nic Longo, Ben Yousey-Hindes, Laurie Kigonya, and Jennifer Fath; and Superintendent Amy Minor. Chief Financial and Operations Officer George Trieb was present until 8:02 p.m.

#### I. Call to Order

Board Chair Lindsey Cox called the meeting to order at 6:30 p.m.

#### II. School Board Retreat: Work Session

Informational

The board received a training and update on the Vermont School District Redistricting Task Force, which was established by Act 73 (H.454) in 2025. The task force consists of 11 members, comprising legislators and education officials. They are charged with consolidating the state's 118–119 school districts into about 10 to 25 larger ones, each serving between 4,000 and 8,000 students to the extent practicable. Any changes would take effect in the 2028–29 school year. The panel held its inaugural meeting in August 2025 in Montpelier, during which it oriented itself with logistics, data needs (e.g. student populations, staffing, geography), and timelines. By December 1, 2025, the Task Force must deliver up to three proposed school district maps to the Legislature for consideration. No decisions have been made by the task force as they are still researching the best models for education in Vermont.

The board also received training on the new District Quality Standards (DQS) established by the Vermont Agency of Education, which outline the requirements for school districts to ensure that all students have access to a high-quality education. The standards cover four big areas: business operations, facilities management and safety, governance, and quality assurance. The state is beta-testing the DQS this year, and after making any necessary adjustments to the system, it is hoped that the state will review districts every three years. These rules take effect on July 1, 2025, and are designed to ensure that every Vermont child, regardless of their location, has equal access to safe schools, effective teachers, and strong educational opportunities.

The board also reviewed the CSD Work Plan for the 2025-26 school year and began drafting goals to guide their priorities for the year ahead.

#### III. Adjournment

***Director Kigonya moved to adjourn at 8:36 p.m. The motion passed unanimously.***

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Meghan Baule  
Recording Secretary

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Ben Yousey-Hindes  
Board Clerk