



Monday, October 7, 2024
Virtual via Microsoft Teams
Call-in Number: 1-802-828-7667
Conference ID: 965 196 352#

State Board of Education Roles and Responsibilities Committee

Draft Meeting Minutes

State Board of Education (SBE) Members Present: Chair Samuelson, Vice Chair Kolbe, Mohamed Diop (joined at 5:47 p.m.), Jennifer O'Farrell (joined at 6:06 p.m.).
Others: Margaret Davis

Call to Order, Roll Call, and Amendments to the Agenda

Samuelson called the meeting to order at 5:47 p.m. and took roll call. There were no amendments to the agenda.

Approval of October 7, 2024, Meeting Minutes

Diop moved to approve the [October 7, 2024, meeting minutes](#); Kolbe seconded. There was no discussion. The motion carried.

Public to be Heard

There were no members of the public who wished to be heard.

Working Session

- Develop budget that includes estimate of cost to meet statutory duties set forth in 16 V.S.A. §164 for submission to the Governor's Office
- Develop workplan/timeline for updating Board rules

The Committee discussed the [Summary of SBE Responsibilities Articulated in §164, Status, and Resources Needed for FY25](#), \$150,000 for outside consultant to facilitate strategic visioning process is one-time appropriation request, \$30,000 for technical support for data analysis and reporting should be included as an expense in the annual budget, and estimate of cost to develop evaluation system with assistance from independent equity auditor is \$75,000.

The Committee discussed [the memo dated November 5, 2024, from Sarah Buxton, Attorney, to Samuelson](#), the suggested process and estimate to perform the work was fair and accurate, memo will form the basis of a one-time appropriation request to update the Board's rules, the Board is not bound either to Buxton to perform the work or to the process that she suggested but will put the work out to bid if the appropriation request is granted.

Kolbe moved that the Committee recommend to the full Board that the Board engage in a multi-year process to review and update, if needed, the Board's rules. Diop seconded. The motion carried unanimously.

Kolbe further moved, based on the Committee's review of the Board's responsibilities as articulated in statute, to recommend to the full Board that the Board begin to engage in and seek funding to support the Board's strategic visioning process. O'Farrell seconded. The motion carried unanimously.

Kolbe withdrew her earlier motion; Diop withdrew his second.

Kolbe moved, based on the Committee's review of the Board's responsibilities as articulated in statute, to recommend to full Board that the Board engage in a multi-year process to review and update, if needed, the Board's rules. O'Farrell seconded. The motion carried unanimously.

Next Steps

Samuelson will update the proposed annual budget and copy Committee members before submitting it to the Governor's Office for review. Samuelson will include a cover email to the Governor's Office that also includes one-time appropriations to cover the costs of an outside consultant to facilitate the strategic visioning process and to update the Board's rules. Samuelson and Kolbe will be meeting with the Governor's Office on November 8th and will provide an update to the full Board at the monthly meeting on November 20th.

Adjourn

Kolbe moved to adjourn; O'Farrell seconded. The meeting was adjourned at 6:38 p.m.

Meeting minutes prepared by: Jennifer Deck Samuelson