



**Monday, October 7, 2024**  
Virtual via Microsoft Teams  
Call-in Number: 1-802-828-7667  
Conference ID: 325 930 017#

## **State Board of Education Roles and Responsibilities Committee**

### **Draft Meeting Minutes**

State Board of Education (SBE) Members Present: Chair Samuelson, Vice Chair Tammy Kolbe, Jennifer O'Farrell, Mohamed Diop

Others: N/A

Agency of Education (AOE): Maureen Gaidys

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

Samuelson called the meeting to order at 6:04 p.m. and took roll call. There were no amendments to the agenda.

#### ***Approval of [September 3, 2024 Meeting Minutes](#)***

O'Farrell moved to approve the [September 3, 2024 meeting minutes](#); Samuelson seconded. There was discussion on deleting reference to "updating or potentially repealing Rule Series 1200". Chair Samuelson called a vote to approve the minutes with this deletion. The motion carried. Diop abstained. There was discussion on noting the specific time that Diop left the September 3, 2024 meeting since it was noted that Fearon left at 7:11 p.m.

#### ***Public to be Heard***

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

#### ***Working Session***

Chair Samuelson began with a brief review of Act 183 (2024). Discussion followed on making/not making recommendations to changing statute, this is work that people need to be aware of, Rules Series 1200, policy framework is unclear, looking at what the SBE is doing well and not doing, whether the Board needs questions from the Commission to engage in this work, SBE needs staff and funding to meet all of its statutory obligations, May 15, 2024 document provided by Gleason, resources and building a budget, whether the AOE is taking responsibility for some things that are listed in statute as SBE obligations, strategic vision vs. plan, using the regional comprehensive centers, deriving a vision from policy, outside consultation, 16 V.S.A. §164, need to prioritize the order of rules to be updated, updating rules should be part of SBE's strategic plan, risk associated with not updating rules, inventorying the rules that need to be updated for the General Assembly, planning this work for FY26, dovetailing rules with statute, standard for end of third grade reading proficiency, adult education programs, resources and needing data from the AOE (hazing, harassment and bullying (HHB)), the Civil Rights Data Collection, Equity Audits, inventory of [rules](#) listing purpose and last date updated, risks and benefits of presenting data, standard operating procedures (SOP) and bylaws, creating a separate document for each SOP that the Committee recommends to the full Board for its approval, legacy committees, standing committees, reviewing rule inventory and building a budget for FY 26.

There was discussion on naming the members for the Student Performance Standards Committee at the Board's next monthly meeting so the committee could start meeting, pulling the SBE budget out of the AOE budget, and management of SBE appropriations.

### ***Next Steps***

Samuelson will ask AOE General Counsel about the standards for 3<sup>rd</sup> grade reading level proficiency, Kolbe will ask Gleason to prepare a table inventorying rules, and Samuelson will divide her memo into four separate memos with each addressing a specific SOP. The next meeting will address the inventory of rules, the 4 memos, and committees. Samuelson and Kolbe will work offline to create a draft committee structure procedure for discussion and will distribute to committee members in advance of the next meeting. The next meeting of this subcommittee will likely be on October 28, 2024, at a time to be determined.

### ***Adjourn***

Kolbe moved to adjourn; O'Farrell seconded. The meeting was adjourned at 8:33 p.m.

Meeting minutes prepared by: Maureen Gaidys