WINOOSKI VALLEY
CESA BOARD MEETING

Monday, October 26, 2026 | Time: 3:00 pm

In-Person: Montpelier High School, Room 126
5 High School Dr, Montpelier, VT 05602
Virtual Option: Join the Zoom meeting
Meeting ID: 881 1945 7909
Passcode: 7VLmvX
To join by phone: 646-931-3860
Phone passcode: 260343

PLEASE NOTE: If you attend the meeting virtually and the video link fails, we will still proceed with the meeting at the assigned in-person location. You must state your name for the record to satisfy the Open Meeting Law.

Minutes

Attendance: Michale Leichliter (HUUSD) , JoAn Canning (WCUSD), Cat Gallagher (LNSU), Libby Bonesteel (MRPS), Eric Lopez (WRVSU), Lisa Manning Floyd (OSSD), Deborah Clark (LNSU - only votes if Superintendent Gallagher is absent), Ryan Heraty (LSSU), Emilie Knisley (BUUSD), Matt Fedders (CVSU), Alicia Lyford (WCUSD), Jody Emerson (CVCCSD) *Online:* Becca Tatischeff (OSSU), Kayla Link, Lindsey Wells, Public: Dr. Melody Franks

1. Call to Order - The meeting was called to order at 3:01.

2. Roll Call:

3. Adjustments to and Approval of the Agenda - Libby Bonesteel made the motion to approve the agenda as written; it was seconded by Eric Lopez, and so moved without adjustments.

4. Approval of Minutes
   - 4.1 CESA Board Minutes - July 29, 2026 -There was a motion to approve the minutes by Cat Gallagher it was seconded by Eric Lopez and so moved.
   - 4.2 Bylaws Committee Minutes - September 3, 2026 - these minutes are provided here in order for the committee to transparently report their work.
   - 4.3 Bylaws Committee Minutes - September 24, 2026 - these minutes are provided here in order for the committee to transparently report their work.

5. Updates from the Chair:

   The CESA Chairs across the state of Vermont have begun to meet. The first meeting was organized by the AOE. While some groups have moved forward in different areas, everyone is organizationally figuring out next steps. One of the main discussion pieces includes the fact that all fees would have to be set up as a grant reimbursement, so there will need to be a fiscal agent in the meantime. We have received a letter signed by Secretary Saunders and the Chair of the State Board of Education indicating that we have been formed, so we will have to go through the process of getting a SAM ID,a and completing a Needs Assessment. Some districts have already moved ahead with that. There are no other updates at this time. Questions related to professional learning and the development of bylaws

arose; the chair let us know that no professional learning opportunities have been offered and boards are at different places with bylaws development.

6. Election of Treasurer - Cat Gallagher nominated Libby Bonesteel for treasurer; it was seconded by Ryan Heraty. There were no additional nominations, and a motion was made to close nominations, made by Matt Fedders and seconded by Jody Emerson; nominations were closed, and Libby Bonesteel is our treasurer.

7. Discussion Matters

7.1. Designation of Board Executive Committee: Chair, Treasurer, Secretary, At-Large Member
We determined that our bylaws should indicate the structure of our Executive leadership.

7.2. Draft Bylaws - Eric Lopez shared that the document linked here is partially created with AI (shared for the sake of transparency).

Concern was expressed about funding and the information available related to funding. Feedback was collected that will inform the next draft of bylaws.

7.3. Incorporation

7.4. Establishment of Accounts and/or Fiscal Agent - Jody Emerson and Libby Bonesteel agreed to take on the tasks of establishing an account. We have two years to utilize the funds that have been allocated.

7.5. Development of CESA Needs Assessment for January meeting - Michael has a draft template that he will share.

8. Action Items

8.1. Draft Bylaws Matt Fedders made a motion to postpone the bylaws action until our next meeting when we will have a revised draft; it was seconded by Eric Lopez and so moved.

8.2. Appointment of Committee to Pursue Incorporation - We did not appoint a formal committee; an informal ad hoc group will come together to do that work. No action taken.

8.3 Establishment of Winooski Valley CESA Executive Committee - no action taken.

9. Public Comment

The floor is open to community members within the Winooski Valley CESA Region. Speakers must state their name and town of residence. Each speaker is limited to three (3) minutes.

Dr. Melody Franks from Barre addressed the CESA and noted that 6 out of 7 CESAs have no special education representation. She is attending to ensure that special education has a voice in the process.

10. Next Meeting Date and Location: January 25, 2027 at 4:30 pm at Montpelier High School in the Media Center. Emilie will update that on the website.

11. Adjournment Eric Lopez made a motion to adjourn. There was a second from Libby Bonesteel, and we adjourned at 4:23 PM