

## State Board of Education

Virtual via Microsoft Teams  
Call in Number: 1-802-552-8456  
Conference ID: 810 180 485#  
[Meeting Link](#)

### Secretary Search Committee Draft Meeting Minutes

**Date:** October 5, 2023

**Present:**

**State Board Members (SBE):** Jennifer Samuelson, Chair; Lyle Jepson, Jenna O'Farrell

**Agency of Education (AOE):** Suzanne Sprague

**Others:**

**Item A: Call to Order, Roll Call and Amendments to the Agenda**

Chair Samuelson called the meeting to order at 3:34 p.m. and introduced members. Chair Samuelson said that the agenda should be updated to note a vote to approve the meeting minutes of the September 21 and October 2 meetings. Additionally, there will be a vote to enter into executive session.

**Approval of Draft Meeting Minutes from September 1, 2023**

Jepson moved to approve the meeting [minutes from September 21, 2023](#). O'Farrell seconded. The motion carried unanimously.

Chair Samuelson made a motion to approve the meeting [minutes from October 2, 2023](#). Jepson seconded. The motion carried unanimously.

**Item B: Public to be Heard**

None.

**Item C: Anticipated Executive Session pursuant to 1 V.S.A. §313(a)(3) (The appointment or employment or evaluation of a public officer or employee)**

Chair Samuelson made a motion to enter into executive session in order to discuss the appointment or employment or evaluation of candidates for the position of Secretary of Education pursuant to 1 V.S.A. § 313(a)(3). Jepson seconded. The motion carried. The committee entered executive session at 3:40 p.m.

The committee returned from executive session at 4:57 p.m. Chair Samuelson made a motion to extend the application submission deadline of the Secretary of Education position to Thursday, October 12. O'Farrell seconded. The motion carried unanimously.

The next Secretary Search Committee Meeting is scheduled for Wednesday, October 11, from 12:30 p.m. – 2:30 p.m. to review submitted applications in executive session. A subsequent meeting is scheduled for Tuesday, October 24, from 8:00 a.m. – 10:00 a.m. Interviews will be scheduled soon after the 24<sup>th</sup>.

**Item E: Public to be Heard**

None.

**Adjourn**

Jepson moved to adjourn; O'Farrell seconded. There was no discussion. The motion carried. The meeting was adjourned at 5:05 p.m.

Minutes prepared by Suzanne Sprague