

1 **Southwest Vermont Regional Technical School District (SVRTSD)**

2 **Education and Facilities Committee Meeting Minutes: Monday, January 13, 2014, 4:30 PM**

3 Assembly Room, Career Development Center

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5 RGB members present: Jim Boutin, Jessica Gulley-Ward, Ed Letourneau, Rickey Harrington and
6 Heidi Pickering; CDC-Supt. James Culkeen

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8 Recorder: Sandra Redding

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10 Meeting opened at 4:36 PM with discussion of agriculture program possibilities. Heidi Pickering
11 asked to stay in the room for the discussion, but stated she would not cast a vote in any motions
12 made concerning the ag program as she has a conflict of interest. The committee agreed to
13 allow her to stay for this part meeting as requested.

14
15 The superintendent announced that there was no money in this budget to set aside for any ag
16 program at this time. However, there is potential to shift some funds from the Perkins Grant that
17 we are not using as first thought. The Technology Integrated Media Specialist position will not be
18 filled this year, so this leaves some Perkins funds available for other use. Supt. Culkeen stated
19 that we could use these funds for this year to start a "sustainable foods" styled program. This
20 would give us a chance to develop the program and then, apply for an Innovation Grant for the
21 following year. Whoever is hired will be expected to assist in developing the program as well as
22 writing the grant. This person may also be sent up to the Middle School for program development.
23 The DOE may look more favorably on a new grant for this program if they see we have already
24 committed to it. Ed noted that we would lose the present grant money if we don't find a good use
25 for it and there are no other areas that are pressing at this time. We would set up a short block
26 as soon as possible, then, add a program block as interest grows. The committee discussed
27 what this program could be, where it could be located, how it would develop and how to pay for
28 the expected costs. The committee decided to recommend to the full board that we use the
29 remaining funds in Perkins to fund the sustainable foods program as this will bring in more
30 students where the tech specialist use of funds will not. Jim Boutin made the motion, Rickey
31 Harrington seconded; all were in favor with one member, Heidi Pickering, abstaining. Motion
32 passed. The committee will report to the full board tonight and prepare for an action item for next
33 month's meeting. Heidi mentioned that the up and coming trend is for "value added products",
34 not designer style. Also, many markets lack appropriate cold storage space, regular storage
35 space and preparation areas, something for us to think about.
36 Supt. Culkeen mentioned another area of interest for the state of Vermont DOE right now is in
37 robotics and we are not set up for that at this time.

38
39 Discussion ensued as to future room/ program space needs. We have a past history of requests
40 to MAU that need more follow up at this time as our program needs are changing. Supt. has had
41 some prelim. conversation with MAU admin, but many more details need to be worked out. The
42 committee would like the board chair to re-send a letter requesting the release of specific room(s)
43 being used by MAU for CDC program use. Send copy certified also to Sean Marie Olier. This
44 will be followed up by the board chair.

45
46 The committee began a discussion of Individual Learning Plans. VT. DOE is directing schools to
47 begin this process in the seventh grade thru twelfth grade. Ed passed out material from the state
48 for study and as this is something we will be required to do, more research is needed for well
49 informed discussion and implementing.

50
51 Program viability was up next for discussion. The superintendent explained the process for
52 notification of re-hire of teachers and program establishment for the coming year. There are
53 contractual dates that need to be honored for re-hire notification. There are specific deadlines for
54 recruiting and enrollment of students for the coming year. Unfortunately, these dates often
55 conflict. The board must look at the three year rolling averages to determine program viability.
56 There may be a few programs that need a closer look. The supt. will have a discussion with

1 whichever program instructors may be in jeopardy. Then, this committee will make
2 recommendations to the full board for action.
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4 New courses discussion was postponed until next meeting as time to adjourn was upon us.
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6 The board chair would like to set a standing day and time for this committee to meet that is
7 agreeable to the most committee members to try and simplify arranging meetings. He will speak
8 with committee members about this.
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10 Meeting adjourned at 5:35 PM.
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