

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

2 **Education and Facilities Committee Meeting Minutes: Monday, June 2, 2014, 4 PM**

3 Assembly Room, Career Development Center

4
5 RGB members present: Jim Boutin, Kevin Goodhue, Rickey Harrington, Ed Letourneau, Jackie
6 Kelly and John MacDonald

7
8 CDC Administration-Supt. James Culkeen; Asst. Dir. Mike Lawler; Asst Dir. for Adult Education
9 Marie Pierre Huguet and Stephanie Mulligan, Business Manager

10
11 CDC faculty present: Kathy Slade, Kristen Towslee, Bill Swisher, Jennifer Morgan Hall and
12 Wendy Klein

13
14 Recorder: Sandra Redding

15
16 Meeting opened at 4 PM with Chair Ed Letourneau asking for public comments. There were
17 none.

18
19 It was stated that there is no change from two weeks ago as we are waiting for the addition of
20 new staff and there is still an \$80-100,000 deficit. John MacDonald noted that we are required to
21 have a coop coordinator by state regs, however, this could be part time. It would be tricky to do
22 as the state kicks in some funds towards salary for this position. John mentioned that coop
23 and/or job shadowing is a very good experience for our students. It takes a lot of work to place
24 students in the right environment. We might see a decrease in enrollment if the program was
25 decreased. One of the problems is that we are not fully reimbursed for each participant; also,
26 transportation is an issue. Our coop program is vastly different from MAU's School to Work
27 Program.

28 Bill Swisher told the committee that there is a great deal of follow up that occurs in this program.
29 The coordinator is also responsible, along with others, in setting up the Sophomore Summit which
30 happens each spring and is essential to creating interest in CDC programs. The question was
31 asked as to how we can give more credit to the coop program so it levels the playing field
32 financially. No easy answer to that. Most of the CDC programs do not run like Cosmetology
33 which operates on an hourly based program. It was noted that introductory classes are very
34 important to all programs.

35
36 The next discussion centered around the different options that might be available to the
37 administration in making decisions concerning the viability of several programs. Cutting
38 personnel and programs can decrease costs, but may also reduce revenues to lower levels.
39 The popularity, community need and high paying salary programs need to be constantly updated
40 and evaluated for continuation. The revenue and expense should not always be the bottom line
41 when it comes to educating students. We evaluate programs using a six semester rolling average
42 which does not always show the whole picture. An example of this is that we lost a teacher this
43 year early and that will affect next year's interest and enrollment in that program.

44
45 So, there are still several questions to be answered and the administration needs a little more
46 time to complete the hiring process of new staff and study the enrollment patterns for the several
47 programs in question. The superintendent will take under advisement all the thoughts expressed
48 today and return to this committee with a more complete picture at the next committee meeting
49 just before the full board meets. It must be noted that state funding is also decreasing due to
50 lower enrollment and that does affect us greatly.

51
52 The committee also discussed using the contingency funds to make up some of the shortfall.
53 This needs careful consideration and thought.

54
55 The next meeting will be Monday, June 16, 2014, 5 PM before the full board.

56 Meeting adjourned at 5:05 PM.