

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **Education and Facilities Committee Meeting Minutes: Monday, July 28, 2014 10:30 AM**
3 Assembly Room, Career Development Center

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5 RGB members present: Jim Boutin, Ed Letourneau, Jackie Kelly, John MacDonald
6 CDC Administration-Acting Superintendent/Director Michael Lawler; Asst Dir. for Adult Education
7 Marie Pierre Hugué and Stephanie Mulligan, Business Manager
8 CDC faculty present: Kathy Slade and Wendy Klein
9

10 Recorder: Sandra Redding

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12 Meeting opened at 10:35 AM with the chair, Ed Letourneau, requesting the committee go into
13 executive session for personnel. Motion made by Jackie Kelly and seconded by John
14 MacDonald. Unanimous vote by committee sent them into executive session at 10:40 AM.
15 Committee returned to open session at 11:10 AM by unanimous vote. Mike Lawler shared with
16 the committee the progress of the search for an instructor for the engineering program. At this
17 time, we have no applicants and the enrollment is somewhat low at a total of 7 students for the
18 entire program. Discussion revolved around what and how the program should and could
19 become if given a little more time to develop. STEM programming is being pushed at state and
20 federal levels, so we may want to consider this for the future of the engineering program at the
21 CDC. Program may need to be suspended for this year with the goal of re-instating for the next
22 school year. We probably cannot get another Innovation Grant at this time in the school year.
23 Motion made and seconded to recommend to the full board that we suspend Engineering and
24 Design for one year while we re-style the program to the STEM protocol. Vote was unanimous in
25 its agreement to this.
26

27 The committee discussed the progress of the Sustainable Foods program. The greenhouse has
28 arrived and is being stored in the auto shop at this time. Process for approval and setup will be
29 ongoing. The class will take place in C076 and C077 which were the areas for engineering. This
30 led the committee to have a discussion concerning room 229C. Where are we in the process of
31 acquiring this area for CDC use? What is the history and what are the next steps to be taken?
32 The committee needs to bring more information to the full board for discussion.
33

34 Business Management was mentioned. An offer has gone out and we must wait for a response
35 before it can be discussed with the full board. The person in question has 10 days to respond to
36 the request. Will a substitute teacher be needed in any case? Uncertain at this time.
37

38 Kathy Slade brought up the fact that the board was to re-instate specifically mentioned teachers
39 who were affected by cuts this year if monies became available. There is still some uncertainty
40 as to what funds are available and how much is available.
41

42 The committee voted to recommend that the Cosmetology position in question be increased to
43 .75 as that is what is required by the state. The Coop position will remain at the required .5 level
44 per state requirement. Coop will be the first priority in the next go-round.
45

46 Marie Pierre Hugué mentioned to the committee that the employees handbook was in the
47 dropbox for them to review.
48

49 Skills USA Gold Medal winners in the National Health Bowl Competition were invited to attend the
50 next full board meeting for recognition of their great achievement. Instructor Kathy Slade will
51 make the arrangements. Congratulations to all the winners in the SkillsUSA competitions.
52

53 Happy news-the beautiful, white catamount at our front entrance now belongs to the Career
54 Development Center.
55

56 Meeting adjourned at 11:45 AM.