

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**  
2 **Education/ Facilities Committee Meeting Minutes: Monday June 15, 2015**

3 Conference Room, Career Development Center

4  
5 Present: John Gauthier; Rickey Harrington, Leon Johnson, Jackie Kelly; Fran Kinney; Ed  
6 Letourneau; John MacDonald

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8 Meg Honsinger; Marie-Pierre Huguet; Wendy Klein; Michael Lawler; Bruce Lee-  
9 Clark (left at 5:10); Kathy Slade

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11 Recorder: Barb Schlesinger

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At 5:05pm, Letourneau called the meeting to order.

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15 1. Work Based Learning Coordinator (WBLC) job description.

16 Lawler reported that at the last RGB meeting, the board requested this item be sent back to  
17 committee.

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19 Lee-Clark requested to make a public comment: He voiced that based on his twenty-plus  
20 years of experience at the Center, a full time person for the position is critical for the work  
21 we do. He would also love to see the program/ position extend through the summer.

22  
23 Several committee members concurred, but expressed this is not reflected in the job  
24 description and cannot be added without negotiating with the Union. Lawler reported the  
25 presented draft description was developed from a 2007 document along with the Vermont  
26 Gold Standards, and that it has been shared with Klein. He noted these Gold Standards will  
27 also provide the basis for developing the accompanying evaluation.

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29 Members discussed the various standards presented and returned to the core concern: the  
30 job description cannot require summer availability as currently structured (ie bound by  
31 contract). Members further discussed different levels of commitment by the WBLC over the  
32 summer and if the summer workload would warrant full time. Student evaluation, support  
33 and responding to the student's needs is most important.

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35 *MacDonald made motion to accept the job description as written with the 'time' to be*  
36 *taken up with the Union.*

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38 Further discussion followed with Klein providing input as to how summer intern students are  
39 currently handled. Also briefly discussed was how the other centers handled this with it  
40 being noted that each handles it a bit differently.

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42 Klein commented on the draft job description and made mention of the additional work of  
43 assembling and maintaining an advisory committee and noted that Standard #3 should also  
44 include identifying strengths. Letourneau suggested Flexible Pathways should be included  
45 as # 12.

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47 The value and importance of Work Based Learning was agreed upon by all present.

48  
49 *MacDonald made motion to amend the job description with the correction of # 3 and the*  
50 *addition of #12 and to accept the job description as amended. Kelly seconded.*

1 Further discussion as to how to treat student placement during Christmas holiday, teacher  
2 contract, the acceptance of the job description and the recommendation to go to the union  
3 followed.

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5 *Vote was taken with Gauthier, Johnson, Kelly, Letourneau and MacDonald voting in*  
6 *favor.*

7  
8 *MacDonald made motion to recommend to the full board the acceptance of the WBLC*  
9 *job description and that the issue (ie contract parameters) be taken to the Union for*  
10 *discussion. Kelly seconded.*

11  
12 *Vote was taken with Gauthier, Johnson, Kelly, Letourneau and MacDonald voting in*  
13 *favor.*

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16 2. Special Needs Coordinator Job Description

17 This item was not discussed this evening

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19 3. Other

20 Klein asked that action be taken regarding if the position would be full or part time.  
21 Letourneau responded it had not been warned, therefore no action could be taken.

22  
23 *At 6:00pm Kelly moved and MacDonald seconded a motion to adjourn. All were in favor.*  
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