

# Regional Governing Board Meeting Minutes: March 19, 2007

**Location:** Assembly Room, Career Development Center

**Members Present:** Gloria Alexander; Justin Corcoran; Kevin Goodhue; Leon Johnson; Fran Kinney; Frank Lamb, Chair; Ed Letourneau; Rob Sperber.

Members excused: Jon Peaslee.

**Staff Present:** Davis Adams, SVSU Assistant Superintendent; Timothy Corcoran, Bennington Town Clerk; Mike Cutler, CDC Student; Tim Foley, CDC Instructor; Greg Lewis, CDC Business Manager; Bob Montgomery, Asst. Director; Donna Oyama, Director; Sandra Redding, Office Manager; Ellen Strohmaier, Treasurer; Jacob Waterman, Student Representative.

**Videotaping:** For CAT-TV: Chris LaFountain, CDC Student.

**Recorder:** Barb Schlesinger

Prior to the meeting's commencing Tim Corcoran swore in the four new Board members: Gloria Alexander, Justin Corcoran, Leon Johnson, Fran Kinney, and Frank Lamb. The paperwork was signed and given to Director Oyama. Members were given hard copies of the School Board Code.

At 6:07pm David Adams called the meeting to order and opened by asking for nominations for Board Chair. Letourneau moved and Kinney seconded the nomination of Lamb for Chair. Hearing no other nominations, Adams asked the Board if they would like to vote by paper or voice. Consensus was for voice votes. Kinney moved and Johnson seconded the motion accepting Lamb for Chair. The motion passed unanimously. Adams then turned the meeting over to Lamb as Board Chair.

Lamb called for nominations for Vice-Chair. Goodhue moved and Kinney seconded the motion of Delucia for Vice-Chair. Hearing no other nominations, Letourneau moved and Goodhue seconded the motion accepting Delucia for Vice-Chair. The motion passed unanimously.

Lamb called for nominations for Clerk. Goodhue moved and Johnson seconded the motion of Letourneau for Clerk. Hearing no other nominations, Kinney moved and Johnson seconded the motion accepting Letourneau as Clerk. The motion passed unanimously.

Lamb called for nominations for a Paper of Record noting that the current paper was the Bennington Banner. It was also noted that the Banner is the only local paper. Delucia motioned and Goodhue seconded The Bennington Banner as Paper of record. All were in agreement.

A calendar with the next year's meeting dates was distributed in the packet. It was noted that except for January and February 2008, out-of-town meetings and no meeting in July, all Board Meetings would be on the third Monday of the month. Letouneau moved and Johnson seconded a motion to accept the scheduled meeting dates. All were in favor and the motion was so carried.

Johnson brought up “meeting time”, noting that beginning the Meetings at 7:00PM had several benefits:

- Beginning at 7PM was consistent with other boards
- It provided an opportunity to have Committee Meetings before the full Board meeting, thereby having better attendance, having more Board members available.

Discussion followed with Letourneau questioning if there would be a conflict time-wise with the soon to start broadcast link via GNAT covering the Northshire. Lamb will bring the topic up when he meets for arrangements with GNAT. Kinney noted that the time change would alleviate the need for “special meetings”. Alexander suggested a compromise of beginning the meetings at 6:30PM. Kinney moved and Corcoran seconded a motion to begin Regional Board Meetings at 6:30PM. All were in favor and the motion was so carried.

Lamb called for a decision on “Meeting place”, noting that the Board currently is using the Assembly Room at the Career Development Center except for travel meetings. Hearing no discussion, Kinney moved and Johnson seconded a motion for the Board Meetings to continue being held at the Career Development Center’s Assembly Room. All were in favor and the motion was so carried.

#### Board Member Introductions:

Lamb introduced new Board members Gloria Alexander, Justin Corcoran, and Treasurer Ellen Strohmaier.

#### Public Comments: There were none.

#### Career Cluster Presentation:

Tim Foley, Video Production and Theater Arts Program Instructor, introduced Mike Cutler, a second-year Theater Arts student enrolled in both his programs. Cutler spoke of one of the two projects the Video Production students are currently involved in, the making of thirty-second commercials for all the CDC programs. In Theater Arts the students have read plays, put on A Christmas Carol at Oldcastle, are preparing a full-length play for this spring, and writing a one-act play.

Foley invited the board to any of the productions, noting that the full-length production Harvey will be in late May or early June. Foley noted that Eric Peterson of Oldcastle co-teaches with him on a daily basis. Classes are held at both the CDC facility and Oldcastle.

CATTV broadcasts the Video Production Program's Public Service announcements (PSA) work. Shown for example, are PSAs for Project Against Violent Encounters [PAVE] concerning domestic violence and Northstar, concerning drinking and alcohol abuse. Foley noted that Video Production is in the morning and Theater is in the afternoon.

Consent Agenda:

Kinney moved and Sperber seconded a motion to accept the Consent Agenda.

Johnson inquired about checks numbered 7329 and 7298 on Warrant # 53. Lewis noted that check #7329, for the tire changer which did go out to bid, reflects the two different fund sources: \$16,202 from the Equipment grant and \$2,475 from the Perkins grant. Regarding check #7298 to Champlain Oil Company for transport fuel, Lewis noted this was fuel for all the vehicles, both diesel and gasoline. This is a pay-as-you-go plan, with many others in the area using the same company. Latorneau asked about the variance in pay to poll workers. Consensus was that the variance occurred because of the different amount of hours worked.

In relation to the Treasurer's Statement of Cash Flow, Johnson noted that the van sold was lumped into Misc Receipts. He would have liked to seen the line broken out by item. Lewis noted that the van sale accounted for \$350 of the total. Lamb called for a vote and the motion passed unanimously.

The Consent Agenda included:

- Minutes of the February 13 RGB Full Board Meeting
- Minutes of the February 27 Education Committee
- Minutes of the March 5 RGB Floor Meeting
- SWVRTSD Payroll Warrant #48/49 in the amount of \$ 79,983.55
- SWVRTSD Payroll Warrant #51/52 in the amount of \$ 66,131.15
- SWVRTSD Vendor Warrant #50 in the amount of \$ 85,268.83
- SWVRTSD Vendor Warrant #53 in the amount of \$ 81,406.34
- Expenditure and Revenue Reports: February 1-28, 2007
- 2007/2008 School Calendar with RGB Dates and Events

- NEASC Self Study CD

#### Student Representative's Comments:

Waterman spoke of the difficulty he is having establishing himself as a student representative in the minds of the CDC students. He reported that he has heard from the students on two things:

1. The Cosmetology Program. There is much interest in the program and the students enrolled are having a "blast".
2. Anticipation of the Heritage Family Credit Union (Accounting Program). Many students are interested in and would like to be involved in the program.

#### Superintendent's Report:

Adams informed the Board that he was filling in for Knapp, who could not be there tonight. Adams noted that:

- On behalf of Knapp, he was thanking the voters who supported the CDC Budget.
- The School Calendar discussion would be on the Agenda of this month's Regional Superintendents' Meeting, Wednesday, March 21.
- Knapp was not in attendance this evening because he is negotiating with the Teachers Association, relative to the new Collective Bargaining agreement. This is the second "face-to-face" meeting Knapp has had with the Teachers Association. Knapp reported at the MAU Meeting that the first meeting was very cordial and professional and he was looking forward to continued progress in the process.

#### Director's Report:

Oyama reported on various things that were happening in the Programs:

- ü Marketing/ DECA just returned from their Burlington Conference, March 7-9. In competitions at the event, four CDC students placed: Troy Quinn, Grace Squires, Lillis Jenks, and Celeste Paladino.
- ü The Entrepreneur Class is going "behind the scenes" at Alldays & Onions to see how a restaurant is run.
- ü The Business Basics Class is working on a portfolio, using various software to create the document.

- ü The Business Management / Recreation/ Hospitality Management Program has begun a PowerPoint presentation for business plans, which will be presented to commercial bank lenders in May. This is a competitive event.
- ü Students are preparing for the FBLA Spring Leadership Conference in April. Students are also holding a fundraiser at McDonalds for a school Spirit Night, with this year's proceeds being donated to the March of Dimes. Every year there is a fundraiser to contribute to a charity.
- ü Medical Professions: The First Responder Course is currently going through their certification/ practical exams for the National Registry of EMTs. The written part of this exam will follow.
- ü Horticulture: Mary Fuqua, Director of the New England Tropical Conservatory (NETC), spoke to the students last week. As a result, student Andrea Bruno will be touring NETC's "Grapevine", their greenhouse at the Park McCullough House in North Bennington. NETC will be involving Bruno with the greenhouse and other projects. Additionally, Bruno will be designing and caring for the church garden at the Mews in North Bennington.
- ü Pre-Law & Theater Arts: The two programs worked collaboratively on a project that culminated in a trial held March 12/13. In this "Trial", the Pre-Law students were the advocates and the Theatre Arts students were the witnesses and jury.
- ü Pre Law I and II students attended an Oral Argument Session of the Vermont Supreme Court held in Bennington March 14. This was a great opportunity because the Supreme Court rarely convenes in Bennington.
- ü Building Trades & Business students, the MAU Interact Club, and the Bennington Area Habitat for Humanity will be raffling an 8'x10' storage building, built by the Building Trades students. The Business students are responsible for the marketing campaign. The Forestry and Heavy Equipment Program will handle delivery. The shed can be seen in the Building Trades lab area. The money raised will be donated to Habitat to Humanity.
- ü Accounting: The Heritage Credit Union branch at CDC will be opening tomorrow, March 20. Student Steven Walsh has passed the IRS test and is working with BROCC on Wednesdays (through April 15) preparing tax returns for area low-income taxpayers.
- ü The SkillsUSA Leadership & Skills Conference begins March 27 in Burlington. There will be 475 students attending. Nineteen CDC students will be attending. CDC Programs that will be competing are: Communications Technology; Engineering & Design; Medical Profession; Pre-Law; Human Services; Video Production and Artificial Intelligence.

#### Chairman's Report:

Lamb brought up the following ideas and thoughts for the coming year:

- Now that the Board has a Calendar, he can proceed with setting up an additional live broadcast to Manchester

cable TV, hopefully to begin with the next RGB meeting.

– As part of the RGB meeting's Cluster Program presentations, Lamb would like to hear about their visions for the future in regards to employment. He would like this facet of the presentation to begin with next group in April.

– Adult Ed will become more important.

– Regarding the Lease and the Sign, hopefully they will get done this coming year.

– Referring to February's Meeting Minutes, specifically Knapp's report on the computer purchase that Wes invited CDC to get involved in, CDC needs to get hold of Mike to facilitate this. This is a good deal that Lamb would hate to see it go by.

#### Other:

Oyama notified the Board that there would be an In-Service for new board members the first week of April. She asked that the new members contact her with the best day/time for them.

Lamb welcomed the new Board members and referred to the School Board Code handout.

Johnson would like to look at several things, now at the beginning of the new Board year:

1. Being that technology is central to CDC, he would like the Board to expand their use of technology to create a more effective, positive image. A good start would be by having RGB Board meetings go paperless.
2. Being that the Board is dealing with multiple things at once, he would like to see a tracking system, i.e. an "Action List", overseen by the Clerk, to keep up with things that are asked for and need to be followed up on.
3. The structure of Committees, i.e. meetings. Having committee meetings on the same evening, just before Board meetings, would allow prior review and an overflow into the RGB meeting. This would be more effective for the full Board, especially with Education and Finance committee meetings.

Goodhue asked whether it was possible for the Board to receive Minutes electronically. Discussion followed regarding the pros and cons, i.e. as attachments, own a computer, dialup vs. cable servers, mailbox size, etc. Oyama asked that those who would like to receive their Minutes by email let them know and it will be setup. Further discussion revolved around Letourneau's suggestion that perhaps this type of material could be posted on the website. Oyama noted that Approved Minutes are posted on the site.

Lamb will have a list for Board members to sign up for which committee they would like to be on at the next

meeting. He will make Committee assignments known by the end of April.

As a reminder, Lamb noted the NEASC Dinner will be Monday, March 26. Redding noted a time change: Appetizers and a slide show will be at 5:45, with Dinner and presentation at 6:15. Following dinner will be tours of the facility and meeting with the NEASC Committee.

Executive Session:

Kinney moved and Goodhue seconded a motion for the Board to enter Executive Session. The motion passed unanimously.

At 6:47, the Board went into Executive session to discuss personnel.

At 7:15, with no final action, the Board recessed from Executive Session and the Meeting was adjourned.