

# Regional Governing Board Meeting Minutes: May 21, 2007

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

**Education Committee Members Present:** Gloria Alexander, Justin Corcoran; Claude DeLucia; Kevin Goodhue; Leon Johnson; Fran Kinney; Bob Kobelia; Frank Lamb, Chair; Ed Letourneau; Jon Peaslee.

**Members Absent:** Rob Sperber

**Staff Present:** Greg Lewis, CDC Business Manager; Bob Montgomery, Asst. Director; Donna Oyama, Director; Sandra Redding, Office Manager; Abby Skidmore, Student Representative; Con Amidon, CDC Student.

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

**Recorder:** Barb Schlesinger

Lamb called the meeting to order at 6:37PM with a special welcome to the Northshire viewers, who will view the meeting live starting tonight. Lamb noted that next month the Board will be traveling to Arlington and conducting the meeting there. In the event of "Travel Meetings", those meetings will be rebroadcast, not live. Lamb then read through the Agenda.

Kinney moved and Peaslee seconded a motion to accept the Agenda. All were in favor.

Public Comments: There were none.

## **Career Cluster Presentation: Engineering Design Presentation**

Lamb led into his introduction by commenting on the Engineering Design Presentation given to industry last week. Lamb and Superintendent Knapp were amazed at the professionalism of the project. Lamb noted that the presentation was taped and highly recommended that everyone view it.

Instructor Carl DeCesare was unable to attend, Engineering Design II student Colin Amidon gave the presentation. Amidon elaborated on how the project came into being. \_\_\_\_\_ needed help with an ancillary snowboard binder product they had that wasn't selling and approached Engineering Design for ideas on how to make this happen. The goal was to increase sales of the "Original Spin".

Amidon was not impressed with the product. Being a snowboarder for six years, Con have never seen, used, or thought to use this type of product. After evaluation and testing, he concluded the original design "functioned to a degree" but that there was a lot of room for improvement. During the second semester, the group came up with a new design, changed the physical shape, used a new material, and integrated push lever for starters.

*[The Presentation recessed and the Board went on to approve the Consent Agenda while Amidon went and got the snowboard in order to display how the device works.]*

Amidon passed around the Original Spin and gave a demonstration using a snowboard on which the “improved” Spin was installed, noting design differences between the two. They are one step away from a prototype. One major safety improvement of the redesigned device is that there is no longer a need for a strap; the device rotates by foot action. Ergonomically, the Spin is easier on thigh muscles while on the lift. In essence, the redesigned device has been streamlined.

Amidon noted that there is not a big market for this device, about half of the people do not use a board in the manor that the original Spin was designed to correct.

Questions: Discussion touched on product liability, stress tests, and product fatigue. Marketing, benefits of the Spin, and Olympic approval were also touched upon. They will continue working on it and hopefully make a prototype to test. The gentleman who brought the product to Engineering Design II is impressed. He likes it, but doesn’t like the money part. “It takes money to make money”.

Oyama noted that the project is part of an Industry Recognized Credential and Scenario Assessment. It was funded by Program Innovation grant. The project will be used by the state as a model for other technical centers.

### **Consent Agenda:**

Corrections to April 10, 2007 RGB Minutes:

- Page 1, Line 8 - Correct Anderson to Alexander
- Page 3, Line 41 - Correct Gorbodys to Gorbats

Removed:

- Nomination of Horticulture Long Term Sub

Discussion:

Johnson inquired regarding the chaperone that was noted as “in process” on the FBLA Field Trip Request form. Oyama noted that the person’s criminal check has been completed and he has been approved.

Letourneau and Oyama elaborated on the SkillsUSA and FBLA field trips: How many students would be attending and how they earned the honor of attending.

Peaslee moved and Kinney seconded a motion to accept the Amended Consent Agenda. All were in favor.

The Amended Consent Agenda included:

- Minutes of the April 10, 2007 Full Board Meeting (as corrected)
- Minutes of the April 24, 2007 Education Committee Meeting
- Minutes of the May 2, 2007 Special Meeting
- SWVRTSD Payroll Warrant #60/61 in the amount of \$ 68,158.94
- SWVRTSD Payroll Warrant #63/64 in the amount of \$ 66,573.86
- SWVRTSD Payroll Warrant #66/67 in the amount of \$ 65,893.68
- SWVRTSD Vendor Warrant #62 in the amount of \$131,195.81
- SWVRTSD Vendor Warrant #65 in the amount of \$ 56,095.29
- SkillsUSA Field Trip: Kansas City 6/25/07 thru 6/30/07
- FBLA Field Trip: Chicago 6/27/07 thru 7/2/2007 (as amended, the chaperone who was in process, has now been cleared and approved).

### **Student Representative's Comments:**

Skidmore spoke of the upcoming FBLA trip to Chicago. Abby also spoke of the "Mug" fundraiser, where business pay to advertise on the mug. Madison's Restaurant will be using the mugs.

### **Committee Reports:**

Facility (Lease): Peaslee updated the Board on the progress made.

Peaslee moved and Goodhue seconded to agreeing to the Lease as written and signing it. The motion so passed with seven in favor, Kobelia and Kinney against and Johnson abstaining. Lamb will not sign until it goes back to MAU and then comes back to the RGB Board.

Discussion centered on "why should the Board sign it if it can/ will come back". Oyama noted that Tim Holbrook has seen the Lease Agreement and saw no problem with the language. Lamb assumes that the RGB is in agreement and ready to sign the lease as it is now. It is his belief that MAU is also in agreement. The question is as to whether MAU has actually signed it yet or not.

Policy (Met at 5pm 5/21/07): Chair Johnson reviewed the incremental steps needed to put a policy into place, noting that it takes a minimum of 3-4 months. Once these steps are completed the policy is brought to the Board and has a further three steps before it can become adopted:

1) Yellow Paper (Draft) to the Board, 2) Warn, 3) Adoption. The Committee is working on making all the SVSU policies specific to CDC. The Committee has agreed to meet at 5PM on Board meeting nights.

Peaslee brought up a problem that he has with the Administrative Regs, specifically 4400-5065, which concern student threats and student confidentiality. He is concerned that there is not uniformity between the schools as to how “threats” are handled. Jon made the following motion and Goodhue seconded:

For the CDC Director to work with law enforcement and other related professionals to establish a notification procedure when anyone in the CDC (students, employees, parents, guardians, etc) makes a threat against anyone.

When it is discovered that a threat has been made the administration will be notified immediately. In the case of a student, the administration will immediately notify the parent or guardian who must appear to the office(s) within 1 hour of notification and local and State policy must be notified within 1 hour of parent/guardian notification. The notification to the police must include the name of the individual, the nature of the threat and the name and contact information of the parent/ guardian of the student making the threat.

In the case of any other individual found to have made a threat the local and State police must be notified immediately.

Discussion followed regarding what is a threat and how incidents of this nature are handled by CDC. Johnson questioned the motion – this is not a policy issue, rather an Administration Regs issue. The Board votes on policy itself, not on Regs, which are the interpretation of the policy. The Board can ask administration to document procedure required to do the right thing in interpretation of the policy. Johnson would prefer to look at what procedure is in place. It can be made concrete, ie policy, if Administration does not want to make changes. Peaslee noted that the policy is now in effect but has not been applied uniformly throughout the school district.

Peaslee amended the motion to make it part of the policy. To amend as part of policy it would have to go through the procedure (draft/ warn/ adopt) or the Board can request administration can make it part of their regs. Oyama noted that the Board cannot develop the procedure but the Board can ask administration to see the procedure to make sure it aligns with policy.

Oyama recommended that the Board ask administration to see their procedure and then the Board can see if it aligns with policy or not.

Kobelia expressed concern that a “rush/ rush” policy was not put in place, where people can be falsely charged. He concurred with Oyama’s recommendation. Corcoran noted that communication is key. Letourneau noted the importance of having staff trained to know how to address this judgment call. Montgomery noted that administration does investigate threats and takes them seriously.

Vote was taken with Peaslee and Goodhue in favor. The motion was defeated.

Lamb directed the Administration to take Peaslee's motion' look at it and come up with a response to the Board in regards to the situation by June's meeting.

### **Finance (Met at 6pm 5/21/2007):**

Auditor The Committee recommends extending a three-year contract to Fisk Reed Love PC without going out to bid again. Discussion followed as to Fisk Reed & Love being the low bidders last time, the excellent service they have provided, the benefit of continuity, and the savings from not going back out to bid after just two years.

Alexander moved and Latourneau seconded a motion to Fisk Reed Love PC as Auditor. All were in favor.

Fund Balances Discussion centered on where to put the accrued interest on monies designated for specific funds, ie equipment.

Peaslee moved and Latourneau seconded a motion to put the interest into the fund balances rather than the general fund. All were in favor.

### **Education (Did not meet this past month)**

Discussed was the status of the Horticulture \_\_\_\_\_. Emergency Teacher license for the sub. The forms have been filled out and sent to the Superintendent, Next is the salary figure and bringing the nomination to the Board. The program is doing well: the sub loves it!

### **Negotiation**

Lamb handed out an envelope with four contracts to each of the Board members. He asked that they review the contracts and then bring them to the June Board meeting. They will need to react and vote. Because the June meeting will be in Arlington this will be done either at the Regular meeting (executive session) or at a special meeting.

**Superintendent's Report:** None

**Director's Report:**

Oyama reported on:

- Special Meeting – Nomination for business and assistant need contract interviewing.
- April 30 Business manage appreciation luncheon (culinary arts). MAU Counselors

## **Carl De presented prog**

- March 25 Coffee Break advisory committee 7:30
- Sat, May 26, the Building Trades shed will be on display at Mayfest. Level I students constructed the 8X10 shed. Raffle tickets (\$1/1 or 6/\$5) are available from the CDC students and the Interact Club. Proceeds will go to Habitat for Humanity.
- Forestry class has been invited to compete in the “Game of Logging”. 10 students/ 3 participated
- Theatre Arts will be presenting Harvey Wednesday through Saturday at 7PM.
- June 5 – Awards Night
- Perfect attendance
- Special Meeting end May or early June

## **Executive Session: None**

## **Other:**

- Spreadsheet Calendar: Lamb handed out the “to-do” Board calendar compiled by himself and Recorder Schlesinger
- Johnson spoke of the software he saw at the Tech Conference in Texas that he saw that enabled tracking of students for 6-7 years after graduation. He noted that Guidance is looking at it.
- Delucia brought up exit interviews with the Board. Oyama will extend an invitation to teachers that are leaving for an exit interview.
- \_\_\_\_\_ reminded the Board and viewers that June’s RGB meeting will be at Arlington High School at 6:30PM and will be taped, not broadcast live.

The meeting adjourned at 7:40 Kobelia moved and Corcoran seconded a motion to adjourn and the motion carried.