

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**
2 **Regional Governing Board Meeting Minutes: March 17, 2008**

3 Assembly Room, Career Development Center
4

5 Members Present: Claude DeLucia; Gloria Alexander; Justin Corcoran; Kevin Goodhue;
6 Rickey Harrington; Leon Johnson; Fran Kinney; Frank Lamb; Ed Letourneau; Rob Sperber.
7

8 Staff and Others Present: Wes Knapp, SVSU Superintendent; Greg Lewis, CDC Business
9 Manager; Bob Montgomery, Assistant Director; Donna Oyama, Director; Sandra Redding,
10 Office Manager; John Waller, Banner Reporter; James Weber, Student Representative.
11

12 Videotaping for CAT-TV: Richard Fleming
13

14 Recorder: Barb Schlesinger
15

16
17 At 6:30pm Knapp called the meeting to order by noting that as usual after an election, the
18 first order of business is to elect the Board Chair, after that he would turn the meeting over
19 to the newly elected Chair. He requested the Board members to please introduce
20 themselves to the viewing audience, which they did. Knapp then called for nominations for
21 Chair.
22

23 **Board Reorganization**

24 **Chairperson**

25 Goodhue moved and Corcoran seconded a motion to nominate Frank Lamb for Chair.
26 Hearing no other nominations, Kinney moved and Letourneau seconded a motion to close
27 the nominations. All were in favor of both motions. Vote was taken and all were in favor of
28 Lamb as Chair.
29

30 **Vice-Chair**

31 Lamb called for nominations for Vice-Chair.

- 32 ▪ Letourneau moved and Alexander seconded the motion of DeLucia for Vice-Chair.
 - 33 ▪ Johnson moved and Kinney seconded a motion for Harrington for Vice-Chair.
- 34 Harrington moved and Kinney seconded a motion to close nominations. All were in favor.
35

36 DeLucia spoke that he was beginning his second term on the Board. DeLucia expressed
37 his thought that CDC was under-utilized in the community and he hopes for expansion.
38

39 Harrington, who is beginning his first term on the Board, noted he brings experience
40 garnered from serving on the Shaftsbury elementary, SVSU and MAU Boards. Harrington
41 feels that he will bring an outlying district perspective. He is honored to be nominated.
42

43 Paper ballots were distributed and Oyama and Lewis tallied the vote. Lamb announced
44 DeLucia was elected: the vote was DeLucia seven (7) and Harrington three (3).
45

46 **Secretary/ Clerk**

47 Lamb called for nominations for Secretary/ Clerk. Goodhue moved and Corcoran seconded
48 a motion to nominate Letourneau as Secretary. Corcoran moved and Goodhue seconded a
49 motion to close nominations. All were in favor of both motions. Vote was taken and all were

1 in favor of Letourneau as Secretary.

2
3 **Meeting Time**

4 Johnson commented that he still thought 7PM would be a better time. Starting at 7 o'clock
5 would allow for committee meetings to be held on the same day, prior to the RGB meeting.
6 Goodhue moved and Letourneau seconded the motion for RGB Meetings to begin at 6:30
7 PM. All were in favor.

8
9 **Meeting Day/ Date**

10 Goodhue moved and Harrington seconded a motion to continue holding RGB meetings on
11 the third Monday of the month. All were in favor.

12
13 **Meeting Schedule**

14 Oyama noted that in January and February of 2009 there would be exceptions to the above
15 voted meeting day because of Federal holidays and vacations. Goodhue moved and
16 Harrington seconded a motion for the January 2009 meeting date to be Tuesday, January
17 13 and the February meeting date to be Tuesday, February 10.

18
19 Johnson opened brief discussion as to why meetings would be held a week earlier rather
20 than the Tuesday following the normally scheduled third Monday. Goodhue withdrew his
21 motion. Lamb noted that action would be taken on January and February 2009 meetings at
22 the next meeting.

23
24 **Travel Meeting Locations**

25 No action was taken.

26
27 **Paper of Record**

28 Corcoran moved and DeLucia seconded a motion for the Bennington Banner remaining
29 Paper of Record. All were in favor.

30
31 **Authority to sign Warrants**

32 Goodhue moved and Alexander seconded a motion to authorize the three Board Officers
33 (Lamb, DeLucia and Letourneau) the authority to sign Warrants in off weeks. All were in
34 favor.

35
36 **Public Comments** None

37
38 **Agenda**

39 Lamb called for additions to the Agenda discussed at the Meeting under "Other".

40
41 DeLucia would like to discuss the Special Meeting of March 13. Kinney would like to
42 discuss the land bought for Building Trades new house and the schedule for Search
43 Committee for the new Director.

44
45 Alexander moved and Goodhue seconded a motion to set the Agenda. All were in favor.

46
47 **School Board Code**

48 Lamb requested the Board members read the Code and then sign the sheet. Oyama
49 reported that the signed School Board Code would be displayed in the hall.

1 Kinney noted that one page 1, the last item was a duplication of bulleted item 8, and
2 therefore it should be stricken.

3
4 **Special Meeting.** DeLucia had questions regarding the process involved for both the
5 Education Committee meeting and the Special Meeting. Both met prior to the Board's
6 reorganization, which occurs at the first regular Board meeting after elections. DeLucia feels
7 that the contract issue was below the threshold for a Special Meeting. These meetings
8 should not set precedence.

9
10 Oyama explained that reason for the Special Meeting was called regarding the language
11 and dates of the teacher' s contract. Oyama had not known of the date change regarding
12 RIF had asked Knapp to clarify. Knapp then met with a lawyer. Oyama met with the
13 Letourneau and Lamb and it was decided the Board needed to be informed and understand
14 the hire/ dismiss wording and dates of the contract. Oyama herself received clarification on
15 the day of the Special Meeting.

16
17 Knapp understood DeLucia's question and explained the meetings were informational only;
18 no action was taken, the contract actions were default, therefore it did not set a precedent.
19 Lamb asked Oyama to check with the Secretary of State regarding this point.

20 21 **Consent Agenda**

- 22 - Minutes of the February 12, 2008 RGB Meeting
- 23 - Minutes of the March 3, 2008 Annual Meeting
- 24 - SWVRTSD Payroll Warrant # 48/ 49 2/14/2008 in the amount of \$ 77,593.98
- 25 - SWVRTSD Payroll Warrant # 51/ 52 2/28/2008 in the amount of \$ 70,389.19
- 26 - SWVRTSD Vendor Warrant #50 2/25/2008 in the amount of \$ 48,081.95
- 27 - SWVRTSD Vendor Warrant #55 3/17/2008 in the amount of \$ 47,798.88
- 28 - Field Trips
 - 29 ▪ SkillsUSA Tuesday & Wednesday, March 18/ 19 Burlington VT
 - 30 ▪ FBLA Wednesday thru Friday, April 2 / 3 /4 Burlington VT
 - 31 ▪ Cosmetology Monday and Tuesday, April 28/ 29 NYC

32
33 Kinney asked for an explanation of check # 8417 on Warrant # 50. Lewis and Oyama
34 responded that this was for legal advice that Oyama was asked to check on with an
35 attorney. The topics were governance issues and the purchase of equipment.

36
37 Goodhue moved and Letourneau seconded a motion to accept the Consent Agenda. All
38 were in favor.

39 40 **Student Representative's Comments**

41 Weber, Vermont State FBLA president, spoke of the upcoming conference that he would be
42 attending in Burlington in early April. Three students are running for state offices. FBLA is
43 currently fundraising for a trip to Atlanta in June. Weber asked for continued Board support.

44 45 **Committee Reports**

46 Lamb noted that there wasn't really anything to report. The Committees need to be
47 reorganized; there is a signup sheet that Lamb would like tonight regarding where Board
48 members would like to be assigned.

1 **Superintendent's Report:**

2 Knapp reported that:

- 3 ▪ He is pleased that CDC is sending its students to the FBLA conference and that three
- 4 students are running for State offices. Knapp wished them well.
- 5 ▪ Director search. The deadline for applications has been reached and there were
- 6 eleven (11) applicants. SVSU policy has historically been that the Superintendent
- 7 reviews the applications, culls out the top five to six applicants and then presents
- 8 these to the Board. Knapp feels it is well advised to stay with this procedure.
- 9 Goodhue has been in frequent contact with him and is apprised of what is
- 10 happening. It is time to move forward.

11

12 Knapp recommends that either the Committee or the Board prepare a list of qualities

13 that are being sought before reviewing the applicants and seeing how they match up.

14 Right now the Search Committee chair needs to set a meeting date and Knapp will

15 come with his brief synopsis of each of the candidates and their background checks.

16 Knapp makes background calls because sometimes what you see on paper is not

17 the "real" picture. His question of choice when he makes these calls is "would you

18 hire the person again if given the opportunity?"

19

20 Knapp asked the Board if they wanted to see all the names or just the culled ones.

21 Brief discussion followed with Goodhue noting that the Search Committee would like

22 to see all the names. Knapp cautioned against dissemination of the names.

23

24 Kinney moved and DeLucia seconded a motion for Johnson to replace Peaslee on

25 the Search Committee. All were in favor.

- 26
- 27 ▪ Board Training. On March 31, beginning at 5PM, SVSU will be holding board
- 28 training in Bennington, the location and agenda will be forthcoming. CDC Board
- 29 members are invited to attend. If CDC members will be attending it would be nice if
- 30 a brief presentation could be given highlighting CDC's role in the community.

31

32 **Director's Report:**

33 Oyama reported that:

- 34 ▪ Witten and Goodrich will be offering training on Board roles and responsibilities and
- 35 relationship workshops in Wallingford on April 3 from 5-9PM. This same training will
- 36 also be held in Chester on April 17.
- 37 ▪ On Tuesday, May 6, from 5-9PM, special board training will be offered here. This
- 38 training is specific to the CDC board and is totally different from the training SVSU is
- 39 offering.

40

41 Johnson moved and Alexander seconded a motion to have CDC Board Training on

42 Tuesday, May 6, from 5-9PM. All were in favor.

- 43
- 44 ▪ Oyama turned the Board's attention to two handouts:
- 45 1. Creating an Effective School Board Team. This document sprang from a survey
- 46 conducted two years ago. These topics, along with roles and responsibilities, will
- 47 come up in the May training.
- 48 2. LA Times article, *Georgia students ponder future as schools court disaster.*
- 49 (3/14/2008). This article shows what happens when Boards do not adhere to the

1 roles and responsibilities.

2 Oyama moved to CDC activities and reported that:

- 3 ■ Mike Lawler has a coop placement with the Bennington Police Department. Rob
4 Kinney is halfway through his coop assignment and he is working with them on patrol
5 everyday.
- 6 ■ Nicky Forest has been active with FBLA holding fundraisers. Every Friday fresh
7 baked gourmet cookies will be for sale. They did very well with the Pizza Dinner held
8 at Open House on February 28.
- 9 ■ Cosmetology thanks everyone who supported the Moose Lodge Pasta Dinner. This
10 money will be used toward their attendance at an international show this April in New
11 York City.

12
13 Cosmetology is also participating in free wigs for cancer patient program where long
14 hair is cut and then donated to make free wigs. Six ponytails are needed for each
15 wig. The public is invited to participate.

- 16 ■ There will be nineteen students attending the VT SkillsUSA Conference in Burlington
17 this month. Damien Legacy and Amanda Garcia are on the Executive Council
18 Team. One is the President and the other the Recorder. Two alumni will be serving
19 as judges.
- 20 ■ Tim Foley's Theater Arts program has just finished casting for their upcoming show,
21 "The Man Who Came to Dinner", which will be held on May 14, 15, 16.
- 22 ■ Nate Fice, Bennington County Forester, has written a wonderful letter in regards to
23 the work the Forestry Program has done at the Bennington Museum. This letter will
24 be published in the Banner.
- 25 ■ Building Trades have acquired land on Laura Lane for their next house-building
26 project. The students are near completion on the house plans.
- 27 ■ WBTN would like a Letter of Support from the CDC. This letter, which will include
28 what CDC would like to do, will be given to the Banner March 20. Oyama will have
29 the letter done tomorrow.

30
31 Kinney inquired as to how the land purchase for Building Trades came about. Oyama
32 explained that the Building Trades Corporation (BTC), not CDC, purchased the land. James
33 Goodine is President of BTC and they are registered with the State of Vermont.

34
35 Kinney also inquired as to how Infinite Campus was working out. Oyama has met with Jim
36 Boutin. The CDC will access MAU student information as it always has in the past and
37 provide attendance, grades and progress reports electronically.

38
39 Lamb noted that evaluations for support staff were next month. They are being worked on
40 now.

41
42 Oyama reported that at last Thursday's in-service; all the teachers worked on the NEASC
43 recommendations. They will be completing the work at the May in-service. Next March
44 NEASC will be coming to review.

45
46 Lamb thanked the MAU Board who worked with CDC on putting together a non-resident
47 tuition package and also their policy for accepting students from CDC into the MAU
48 curriculum. Johnson noted that the Policy Committee is still working on it; the deadline is
49 the end of the month.

1 Johnson spoke of Jon Peaslee, who left the Board during the election process. Leon
2 thanked Jon for his efforts on behalf of the Board and noted he would be missed. He
3 requested a letter be sent to Jon. Lamb requested that he also be given a sweatshirt.
4 Oyama will send Peaslee a package.

5
6 At 7:32 Goodhue moved and Alexander seconded a motion to adjourn. All were in favor.
7

8 **Attachments:**

- 9 RGB February 12, 2008 Minutes
- 10 RGB March 3, 2008 Annual Meeting Minutes
- 11 Payroll Warrants #48, #49, # 51 & #52
- 12 Vendor Warrants #50 & #55
- 13 Treasurer's Revenue and Expenses Reports
- 14 Field Trips (3)
- 15 School Board Code
- 16 Proposed RGB Meeting Dates, Locations, Time
- 17 Creating an Effective School Board Team
- 18 LA Times *Georgia students ponder future as schools court disaster*, 3/14/08
- 19 Fice to Ericksen email re Forestry Program