

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**  
2 **Regional Governing Board Meeting Minutes: May 19, 2008**

3 Multi-Purpose Room, Dorset Elementary School, Dorset VT

4  
5 Members Present: Gloria Alexander; Justin Corcoran; Kevin Goodhue; Rickey Harrington;  
6 Fran Kinney; Frank Lamb, Chair; Ed Letourneau.

7  
8 Members Absent: Claude DeLucia; Leon Johnson; Bob Kobelia; Rob Sperber.

9  
10 Staff and Others Present: Lauren Ferrante, CDC Cosmetology Instructor; Wes Knapp,  
11 SVSU Superintendent; Greg Lewis, CDC Business Manager; Bob Montgomery, Assistant  
12 CDC Director; Donna Oyama, CDC Director.

13  
14 Video Taping: This Meeting was not taped.

15  
16 Recorder: Barb Schlesinger

17  
18 At 6:30PM Lamb called the meeting to order and thanked the people of Dorset for having  
19 the RGB there.

20  
21 **Public Comments** Dan French, the new Superintendent for the Bennington-Rutland  
22 Supervisory Union, gave a brief background of himself and noted that he looks forward to  
23 working with CDC.

24  
25 Lamb noted that CDC is working diligently to become more known in the Northshire, to  
26 attract more students from there and/ or to provide onsite programming. Lamb, Knapp and  
27 French discussed how the Northshire students currently receive tech education and  
28 transportation issues. Oyama is setting up a conversation meeting with CDC and Burr and  
29 Burton and invited French to attend. French was in agreement.

30  
31 **Agenda**

32 **Alexander moved and Kinney seconded a motion to accept the Agenda as printed.**  
33 **All were in favor.**

34 There was no discussion.

35  
36 **CDC Presentation – Cosmetology Program**

37 Cosmetology Instructor, Lauren Ferrante, distributed three handouts:

- 38 1) The Cosmetology Program Flyer, which is used to interest new students in the  
39 program. The flyer highlights career opportunities in the field.
- 40 2) The NACCAS Job Demand Survey 2007 – Results for Vermont Summary. This  
41 report highlights the demand for salon professionals and the average annual salary.
- 42 3) The Brochure for the in-school salon, Studio 152 at the CDC, which is open two days  
43 per week. The brochure lists services and prices offered by the Cosmetology  
44 students.

45  
46 Ferrante explained that Cosmetology is a two-year program that through classroom hours  
47 provides students with the majority of the 1500 hours required for Vermont licensure. There  
48 is an approximate eighty-hour gap that students can fill through field trips, cooperative  
49 experiences, job shadowing, etc. Tuition paying post-grad is also offered.

1 Ferrante spoke of the salon and noted the many skills the students learn in this hands-on  
2 environment, including soft skills, up-selling, confidence building and retail. Recently the  
3 students provided residents at the Walloomsac Apartments manicures. The students also  
4 do community service work at area nursing homes.

5  
6 Discussion as to male student enrollment, the future of Barbers, the different requirements  
7 for licensure, and funeral work were discussed. Ferrante noted that the field of cosmetology  
8 has many specialties and offers many avenues for employment. Harrington commented  
9 that we are all concerned about giving our children the best chance for a financial future; it's  
10 wonderful that the kids are doing something they love. "If you love the job you are doing,  
11 you'll never work another day in your life. "  
12

### 13 **Consent Agenda**

- 14 - Minutes of the April 21, 2008 RGB Meeting
- 15 - Minutes of the joint Education/ Finance May 1, 2008 Committee Meeting
- 16 - Minutes of the May 8, 2008 Special RGB Meeting
- 17 - SWVRTSD Payroll Warrant # 100/ 1000 4/10/2008 in the amount of \$ 66,942.90
- 18 - SWVRTSD Payroll Warrant # 101/ 1002/ 1004 4/24/2008 in the amount of \$ 75,383.99
- 19 - SWVRTSD Payroll Warrant # 102/ 1006 5/08/2008 in the amount of \$ 66,504.10
- 20 - SWVRTSD Vendor Warrant # 1005 4/28/2008 in the amount of \$ 77,409.32
- 21 - SWVRTSD Vendor Warrant # 1007 5/19/2008 in the amount of \$ 27,605.26
- 22 - Field Trips
  - 23 ▪ FBLA Wednesday thru Monday June 25-30 Atlanta GA

24  
25 **Harrington moved and Kinney seconded a motion to accept the Consent Agenda. All**  
26 **were in favor.**

27 There was no discussion.

### 28 **Student Representative Comments**

29 There were none.

### 30 **Committee Reports**

#### 31 **Education**

32 Letourneau reported that the committee met and decided there was enough enrollment  
33 to retain all instructors.  
34

#### 35 **Finance**

36 Lamb noted a Special Meeting was held May 8. Lamb asked Oyama 1) what is the  
37 money going to be spent on (the balance from the money transferred per the May 8  
38 meeting) and 2) Are you going to pay the para that does the management positions the  
39 extra stipend?  
40

#### 41 **PARA**

42 Oyama would like to pay the para the \$2,500 stipend at the beginning of the school  
43 year. Oyama discussed with the Union what the stipend is actually for; it is not for  
44 any instruction. The para's added responsibilities are financial.  
45

46  
47 **Corcoran moved and Letourneau seconded a motion to go with Oyama's**  
48 **recommendation to pay the para the stipend. All were in favor.**  
49

1 There was discussion as to the nature of stipends, job descriptions, opening contracts,  
2 ESPs and CDC contracts. Consensus was that yearly stipends were not the best way; it  
3 should be included in the person's salary and not be viewed or treated as a "gift". The  
4 issue was how to solve the issue tonight.

5  
6 **Harrington moved and Corcoran seconded a motion to direct Administration to sit  
7 down with the appropriate parties and reopen that section of the contract for the  
8 following years. All were in favor.**

9  
10 BALANCE

11 Oyama is working on how the rest of the money will be spent and will report back.

12  
13 **Facilities**

14 Kinney reported that there will be a meeting Wednesday, May 21 at 4PM at the CDC.

15  
16 Superintendent's Report

17 Knapp reported that we are without both a Commissioner and a Deputy Commissioner  
18 Education. Commissioner Cate resigned this past Friday. The State Board will be meeting  
19 in Manchester tomorrow and he will attempt to attend. The Legislature has been looking at  
20 restructuring the position, with the Governor having direct authority over the new  
21 Commissioner. Currently, the Commissioner position is appointed by and reports to the  
22 State Board of Education.

23  
24 Cate had been working with the Superintendents and the Business Education Alliance,  
25 which proposed that the State Board as known now be done away with and a new Board,  
26 composed of educators and business people rather than governor appointees, take its  
27 place. This was recommended to the Legislature. The Board of Education is only ok with  
28 the restructuring of the Commissioner position if a new Board, as per the Business  
29 Education Alliances proposal, is also named. The current Board does not have much  
30 power, being appointees. Governor Douglas will be in town later this month and Knapp will  
31 try to meet with him at the CDC.

32  
33 Knapp brought up the need to enter Executive Session this evening to discuss some of the  
34 specifics regarding the Director Search. Four candidates were brought in; two will be  
35 brought to the Board. There will be a Search Committee meeting later this week. Being  
36 that the Session would be advisory, Lamb recommended that it be held at the end of the  
37 meeting.

38  
39 Chairman's Report

40 Lamb expressed his delight at the excellent Board workshop recently put on by Laura Sorris  
41 of the Vermont School Boards Association. Lamb noted some ideas that he picked up at  
42 the training:

- 43 → The recommendation of changing Auditors every two-to-three years.  
44 → The recommendation that the Board meet with the Auditors as a board.  
45 → That the Auditors review any issues that may present financial jeopardy to the school  
46 district.

47  
48 Lamb also spoke of the *Role of the School Board* document that had been distributed earlier  
49 in a board Packet. Lamb will start asking at future meetings what each Board member's

1 Vision is for the school district. Getting out into the community and getting countywide  
2 feedback as to what the Board should be doing is vital. This will help with budgets, build  
3 stronger collaborative relationships with all the school districts in the county, and provide  
4 accountability to the community.

5  
6 Lamb requested Administration present state and local assessments for students for our  
7 school at the June meeting. Lamb also asked for the summary of NEASC evaluations and  
8 the Board's evaluations. These items should be reviewed annually. Knapp expressed that  
9 what CDC has with its placement and five-year reports is more relevant and meaningful than  
10 the SVSU State of the District Report.

### 11 12 **Director's Report:**

13 Oyama reminded everyone that in the Program of Studies, each Program states where  
14 students get jobs and go on to further training. Oyama then reported that:

- 15 → The five-year Perkins Grant is in a transition year. The Board will need a special  
16 session to approve the Grant. The Grant has just been received and there are only  
17 several weeks before it is due.
- 18 → On May 23 there will be an in-service day. The Annual Community Appreciation  
19 Breakfast will be at 7AM. Following the Breakfast, teachers will be meeting with their  
20 Advisory Committees and the afternoon will be spent on NEASC report.
- 21 → On May 8, CDC provided space for the Transition Fair in the Atrium and Assembly  
22 room. The Fair was for all students, giving information about transitioning from high  
23 school to post secondary education.
- 24 → May field trips included DECA going to Atlanta for a training session and  
25 Cosmetology going to NYC. There were also several in-state and one day, out-of-  
26 state events students attended.
- 27 → FBLA and SkillsUSA first place winners will be going to National Competitions; FBLA  
28 will be in Atlanta and SkillsUSA in Kansas City.
- 29 → Theatre Arts presented two plays, *The Man Who Came to Dinner* and *You Can't*  
30 *Take It with You*.
- 31 → On May 22, CDC along with Workforce Development Partnership, BCIC and the  
32 Department of Labor will be hosting a Job Fair in the Atrium between 1-5PM. The  
33 public is invited to attend.
- 34 → On May 30, Forestry will be hosting the Game of Logging at Colgate Park on Route  
35 9W. FBLA will be manning a concession stand at the event as a fundraiser for their  
36 conference in June.
- 37 → On June 3 at 7PM, Sacred Heart St Francis de Sales Parish Center will be the site of  
38 the Annual Outstanding Student Recognition Night. Guest speaker will be Bob  
39 Stannard, former director of BBC.

40  
41 Montgomery reported on the recent Ford competition in New Hampshire that two Auto  
42 Program students participated in. The students prepped for several days on a rental car but  
43 it had the wrong engine. Bob offered his thanks to Scott Mazda and Joe Beatty for providing  
44 the students with the correct vehicle. The CDC placed sixth out of twenty teams. Both of the  
45 student's parents attended and both students got to ride in Porsches around the track!

### 46 47 **Executive Session**

48 **At 7:35 Kinney moved and Letourneau seconded a motion to enter Executive Session**  
49 **for personnel. All were in favor.**

1 **At 7:53 the Board exited Executive Session and moved to Adjourn. All were in favor.**  
2

3 **Attachments:**

4 RGB Meeting Minutes – April 21, 2008

5 RGB Special Meeting Minutes – May 8, 2008

6 RGB Education/ Finance Meeting Minutes – May 1, 2008

7 Payroll Warrants #100, #1000, #101, #1002, #1004, #102 & #1006

8 Vendor Warrants #1005 & #1007

9 Treasurer's Statement of Cash Flow and Operating Accounts and Balances

10 SWVRTSD Report 110 – Local Budget Revenue

11 Field Trips DECA (Atlanta)

12 Stitzel, Page, Fletcher PC letter (4/17/08) regarding Supervisory Union Boards

13 SVSU Student Distribution Report

14 SVCDC Adult Education Report – Enrollment January – March 2008

15 Postings for two part-time instructors; Cosmetology and Bio-Agriscience

16 Directions to Dorset School

17 Cosmetology Handouts (3)