

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**
2 **Regional Governing Board Special Meeting Minutes: December 8, 2008**

3 Assembly Room, Career Development Center
4

5 Members Present: Gloria Alexander (arrived @ 5:48); Justin Corcoran; Claude DeLucia;
6 Kevin Goodhue; Rickey Harrington; Leon Johnson (arrived @ 5:38); Fran Kinney; Frank
7 Lamb, Chair; Ed Letourneau; Rob Sperber.

8
9 Members absent: Bob Kobelia.

10
11 Staff and Others Present: Debbie Carey, Business Manager Assistant; Bruce Lee Clark,
12 CDC Instructor; Greg Lewis, Business Manager; Bob Montgomery, Interim Director; Sean
13 Marie Oller, SVSU Chair; Sandra Redding, Office Manager; Bill Swisher (arrived @ 5:40);
14 John Waller, Banner Reporter.

15
16 Recorder: Barb Schlesinger
17

18
19 Lamb called the meeting to order at 5:30 and noted that the only item on the Agenda for this
20 Special Meeting was discussion and action on the Human Resources / Superintendent
21 Services Contract. Lamb then turned the meeting over to Montgomery and Lewis for their
22 presentation.

23
24 Montgomery reported that last week he made a proposal to the Finance Committee that
25 CDC assumes Menu of Services, currently provided by SVSU in-house. This proposal is
26 based on 1) efficiency and 2) cost.

27
28 Montgomery then turned the Board's attention to two handouts, #1 Menu of Services
29 provided by the SVSU To SVRTSD and #2 the SW VT Technical School District
30 Organizational Chart, which shows the proposed inclusion of SVSU services for 2009/ 2010.

31
32 Discussion followed, with the following topics highlighted:

33
34 Johnson inquired as to when and by whom was the proposal initiated.

35 It was noted that it has been discussed for several years, more recently the proposal
36 has been discussed at two Finance Committee meetings and by the full Board at the
37 Readsboro meeting. Lewis further noted that Pembroke has indicated that because of
38 the differences between CDC's and SVSU's software, the cost for services would be
39 more.

40
41 Johnson inquired as to cost documentation.

42 Lewis reported that there was discussion with SVSU and CDC does not yet have
43 SVSU's figures. Also discussed were the Unifund cost, Contingency Fund, and
44 additional costs. Lamb clarified that when talking about the \$38,000 savings that would
45 be incurred by bring HR Services in-house, it should be noted that the software has
46 already been purchased with this year's budget. This savings has been built into the
47 upcoming budget.

48
49 Johnson Inquired about Legal Services, which have been included with SVSU's services.

1 Lewis reported that he has always budgeted for Special Services although there has not
2 been a significant need in the past 8-9 years. Johnson wants all to 'understand and be
3 prepared for the risks if you are out on your own'.
4

5 Letourneau noted that NEASC, in their last Report of Accreditation, said that the CDC needs
6 to become 100% of its own Supervisory Union, and NEASC speaks with the voice of Board
7 of Education. Johnson voiced that NEASC does not require HR Services to be done in-
8 house; he would feel better if the services were contracted out and that administration
9 concentrate on education rather than on these services.
10

11 Montgomery reiterated efficiency and cost. Bob believes strongly that it can be done very
12 well in-house; CDC is a small organization with 35 people. There has been in depth
13 discussion and planning with the administrative staff, leading to the proposed Organizational
14 Chart (handout 2). The other two tech centers, River Valley and Hannaford, both handle the
15 services in-house.
16

17 Harrington noted that there have been issues with SVSU and by bringing the services in-
18 house we will be investing in the future. Rickey extended his thanks to administration for
19 being willing to take on the additional work without a pay increase. He also noted that
20 accountability would be in-house.
21

22 Kinney voiced that he found it hard to believe that we were looking to 'go out on our own'
23 rather than consolidated. He feels that this would create an unneeded bureaucracy. Fran
24 had additional questions regarding the superintendent. Lamb replied that he did attend
25 several meetings with the other tech centers. They, like CDC, are by law their own
26 supervisory unions and have done what CDC is proposing to do tonight.
27

28 **Harrington moved and Letourneau seconded the motion that we will perform the HR
29 and Superintendent services that we now contract and become our own supervisory
30 school district starting July 1, 2009. Hand vote was taken with DeLucia, Kinney, and
31 Johnson voting nay. The motion carried.**
32

33 **At 6:00 PM Corcoran moved and Alexander seconded a motion to adjourn. The
34 motion carried unanimously.**
35

36 **Attachments:**

- 37 Finance Committee Meeting Minutes of November 25, 2008
- 38 Finance Committee Meeting Minutes of December 3, 2008
- 39 SVSU Menu. (# 1)
- 40 Organizational Chart (# 2)
- 41 Job Descriptions
- 42