

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**  
2 **Strategic Planning Committee Meeting**  
3 **Tuesday, May 22, 2012**

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5 Attending: RGB members – Gloria Alexander, Frank Lamb and Ed Letourneau

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7 Others: Jim Culkeen, Superintendent/Director  
8 Recorder: Sandra Redding, Office Manager

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10 Gloria welcomed all to the meeting. First order of business was to select a chair. Gloria  
11 Alexander was nominated and committee members were in agreement.

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13 The committee discussed the vote to eliminate the outreach position at the Monday night  
14 RGB full meeting. Committee members are interested in how the responsibilities of this  
15 position will now be carried out. It was noted that there were no news releases this year or  
16 newsletters generated and that a lot of pr was created by adult education. Supt. Culkeen  
17 mentioned that the target audience for us is any middle school in the county and efforts  
18 should be extended to elementary schools as well.

19  
20 Committee members noted that back in 2007, the position was established to get better  
21 name recognition for the CDC out in the county. They felt recruiting was not being done  
22 effectively, so a new approach was tried. At this time, there is some confusion as to the  
23 direction for the future and how several tasks will be accomplished.

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25 This is a touchy subject as the board is divided on the decision to elimination this position  
26 just took place last evening. The superintendent sees a different direction for the  
27 recruitment of students and with enrollment going down, the board's mandate to the  
28 superintendent to make administrative changes and nothing happening at the Middle  
29 School, this seems the most likely direction to take. At this time, with the hiring of a new  
30 assistant director and assistant director for adult education, many of the tasks assigned to  
31 the outreach position can be re-assigned in new job descriptions for those positions as well  
32 as making the superintendent responsible for some actions.

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34 The seed must be planted early on for technical education and the ball may have been  
35 dropped somewhat for awhile. Committee members feel that the reduction in credits  
36 needed by students to graduate is also affecting enrollment. Early dismissal is another  
37 problem. The fact that there is an overlap of some courses in sending schools also affects  
38 the enrollment numbers. Local schools should not be competing with tech education  
39 courses and class schedules clash in private and sending schools. There is no recourse at  
40 the state level to solve this problem. The superintendent must advocate at the statehouse  
41 for a level playing field concerning tuition, scheduling and program creation. The  
42 superintendent should become a presence at area school board meetings and supervisory  
43 meetings.

44  
45 This semester, CDC instructors took part in the Mosaic Program sponsored by SVSU as an  
46 after school program to introduce younger students to technical education. We hope to  
47 increase participation in this program next year as this is the direction the superintendent  
48 has in mind. We need a really strong presence at the Middle school as we get most of our  
49 enrollment from MAU. This does not mean we ignore the Northshire or those communities  
50 south of here. We must increase our visibility in all areas and this can be done by the  
51 superintendent/board members/instructors/present students making scheduled visits to area

1 school board meetings and continuing our visits by guidance at school functions. We had  
2 started doing visits and this could easily happen again. The committee noted that a full day  
3 schedule such as McCann offers makes a big difference as well. The CDC will be taking  
4 part in Step-up Day at the Middle School on June 15<sup>th</sup>.

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6 Gloria suggested the committee move on to review RGB strategic goals. She suggests:

- 7 • List Task
- 8 • Action and Resources
- 9 • Time Frame

10 She noted that the original committee has been meeting since 2009 and made much  
11 progress. We do not need to start over; just tweak work already done. The committee is  
12 interested in knowing where the jobs are, what the jobs are and what the jobs pay in a fifty  
13 mile radius. Are we teaching skills that are portable or too localized?

14  
15 Gloria suggests that the committee handle 3 or 4 recommendations each meeting, then,  
16 bring the work product to the full board. She will check with the board chair, Jim Boutin, to  
17 see if this is acceptable. Supt. Culkeen mentioned the board worked with a grid at the May  
18 19<sup>th</sup> training and thought that might be a useful tool.

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20 The committee agreed to meet Tuesday, June 19 at 4 PM.

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22 Meeting adjourned at 5 PM.

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