

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**
2 **Regional Governing Board Meeting Minutes: March 17, 2014**

3 Assembly Room, Career Development Center
4

5 Members Present: Gloria Alexander; Jim Boutin; James Culkeen; Kevin Goodhue; Jessica
6 Gulley-Ward; Rickey Harrington; Leon Johnson; Jackie Kelly; Fran Kinney; Ed Letourneau;
7 John MacDonald; Heidi Pickering.
8

9 Staff and Others Present: Marie-Pierre Huguet; Mike Lawler; Stephanie Mulligan; Amanda
10 Pickering Taft.
11

12 Videotaping: CAT-TV
13

14 Recorder: Barb Schlesinger
15

16 **Call to Order/ Welcome/ Introduction of Board Members**

17 Culkeen called the meeting to order at 6:30pm, noted this was the board's Reorganization
18 meeting and welcomed new member John MacDonald.
19

20 **Board Reorganization**

21
22 **▪ Chair**

23 Culkeen called for nominations for Chair:
24

25 **Goodhue moved and Harrington seconded the motion to nominate Boutin as Chair.**
26

27 **Kinney moved and Harrington seconded the motion to close nominations. All were in
28 favor.**

29
30 **Hand vote was taken with all excepting Boutin, who abstained, voting in favor. The
31 motion of Boutin as Board Chair carried.**
32

33 Culkeen declared Jim Boutin chair and turned the meeting over to him. Boutin voiced 'he
34 was honored to serve'. He noted this will be his fourth year as chairman and he would like
35 to see someone else in this position next year to give the board a different perspective.
36

37 **▪ Vice-Chair**

38 Boutin called for nominations for Vice-Chair:
39

40 **Kinney moved and Goodhue seconded the motion to nominate Harrington for Vice-
41 Chair.**
42

43 **Kinney moved and Goodhue seconded the motion to close nominations. All were in
44 favor.**
45

46 **Hand vote was taken with all in favor, excepting Harrington, who abstained. The
47 motion of Harrington as Vice-Chair carried.**
48
49

1 ▪ **Secretary/ Clerk**

2 Boutin called for nominations:

3
4 **Alexander moved and Harrington seconded the motion to nominate Goodhue as**
5 **Secretary/ Clerk.**

6
7 **Johnson moved and Letourneau seconded the motion to nominate Kelly as Secretary/**
8 **Clerk.**

9
10 Boutin called for and heard no other nominations. Kelly declined her nomination.

11
12 **Kinney moved and Pickering seconded the motion to close nominations. All were in**
13 **favor.**

14
15 **Hand vote was taken with all voting in favor excepting Goodhue, who abstained. The**
16 **motion of Goodhue as Secretary/ Clerk carried.**

17
18 ▪ **Meeting Dates, Time, Location**

19 **Dates:**

20 There was brief discussion regarding setting the alternate dates for the January and
21 February 2015 meetings at this time. Conflict with other school board meetings and the
22 budget warning were the major concerns. At this time consensus is to hold off on setting
23 meeting dates for these two months.

24
25 **Time:**

26 There was brief discussion with some members wanting meetings to start at 7pm and others
27 at 6pm. Johnson noted having the meetings start at 6:30 allowed for committees to meet
28 prior and Letourneau noted it allows members of the public in outlying areas to attend.

29
30 **Kinney moved and Harrington seconded the motion to set the meeting time at 6:30**
31 **pm.**

32
33 **Hand vote was taking with all in favor.** Boutin noted the vote was unanimous.

34
35 ▪ **Paper of Record**

36
37 **Johnson moved and Kinney seconded the motion for the Bennington Banner**
38 **remaining Paper of Record.**

39
40 **Hand vote was taken with all in favor.** Boutin announced the vote was unanimous. There
41 was no discussion.

42
43 ▪ **Authority to Sign Warrants (Off Warrant) signers**

44
45 **Johnson moved and Kinney seconded the motion to authorize the Officers of the**
46 **Board to sign warrants.**

47
48 **Hand vote was taken with all voting in favor.** Boutin noted the vote was unanimous.
49 There was no discussion.

1 ▪ **Board Training**

2 Boutin asked if the board members were on the VSBA email list; the consensus of the
3 members was yes. He noted board training would be held at the CDC on March 31. This
4 training session will address the essential work of school board(s); he encouraged all to
5 attend and noted it is important in light of the legislative redistricting proposal. Kinney
6 reported that all the school boards are planning to attend.

7
8 ▪ **School Board Code of Ethics**

9 Boutin passed around copies for the members. The master will be signed at the next
10 meeting and be put on file.

11
12 **Public Comments**

13 Boutin called for public comments, there were none.

14
15 **Introduction of New Staff**

16 Culkeen introduced Amanda Pickering Taft, hired as the Sustainable Foods instructor. Taft
17 gave a brief bio, noting she graduated from Vermont Technical College, spent the next five
18 years out west, and returned to the area three years ago. She reported there is huge
19 movement in the sustainable food area. Harrington welcomed her and Boutin wished her
20 good luck.

21
22 **Committee Reports**

23 ▪ **Policy**

24 Johnson reported the committee met today, revised and approved their minutes, and has
25 tonight the final draft of the Community Service Policy (6500C) they have been working on.
26 Johnson passed out the draft and reported that this policy would hopefully be warned at the
27 April RGB meeting. He called for discussion both tonight and at next month's meeting after
28 the board has had a chance to review the draft.

29
30 ▪ **Negotiating Team**

31 Harrington noted the current contract ends June 30. The first meeting will be April 3rd for
32 the purpose of laying the ground rules.

33
34 Boutin noted it was the chair's duty to create and assign members to the various
35 committees. He asked the members to let him know which committee(s) they preferred and
36 noted he would strive for a balance. There is a three person minimum per committee and
37 members can serve on more than one.

38
39 He also noted that the Superintendent Evaluation committee was normally composed of the
40 board officers and proposed renaming the committee to the "Executive" committee and
41 expand on some of the duties.

42
43 Harrington publically gave credit to Chairman Boutin; he noted Boutin attends all the
44 committee meetings. He also thanked Boutin for his time commitments and for being chair.

1 **Consent Agenda**

2 **Minutes**

- 3 - Minutes of the February 24, 2014 Regional Governing Board Meeting

4
5 **Kinney moved and Harrington seconded the motion to accept the February 24, 2014 full board minutes. Hand vote was taken with all voting in favor.** There was no
6 discussion.
7

- 8
9 - Minutes of the March 3, 2014 Annual Meeting

10
11 **Harrington moved and Johnson seconded a motion to accept the Annual Meeting minutes. Hand vote was taken with all voting in favor excepting Alexander who**
12 **abstained.** There was no discussion.
13

14
15 **Warrants**

16 **PAYROLL**

- 17 - SWVRTSD Payroll Warrant # 19 3/17/2014 in the amount of \$ 5,032.90
18 - SWVRTSD Payroll Warrant # 1034 3/17/2014 in the amount of \$ 71,671.82
19 - SWVRTSD Payroll Warrant # 20 3/17/2014 in the amount of \$ 4,712.50
20 - SWVRTSD Payroll Warrant # 1035 3/17/2014 in the amount of \$ 68,776.67

21
22 **Harrington moved and Kinney seconded the motion to approve the Payroll Warrants. Hand vote was taken with all voting in favor.** Boutin noted the vote was unanimous.
23 There was no discussion.
24

25
26 **VENDOR**

- 27 - SWVRTSD Vendor Warrant # 1036 3/17/2014 in the amount of \$ 66,545.86

28
29 **Harrington moved and Kinney seconded the motion to approve the Vendor Warrant.**

30
31 Letourneau asked about the \$38,000 being returned to Perkins (page 21). Culkeen reported
32 this was for disallowed spending from last year; iPad carts had been approved and then
33 payment had been stopped. The CDC stopped spending at that point and did not receive
34 an answer until after the date permissible to amend the grant. Also queried was the
35 Sophomore Summit (page 15), the new walk-around vehicle inspection forms (page 9), the
36 Bennington Police contract service, and the poll workers which Mulligan explained were
37 provided by the Town Clerks and noted she was confident of the numbers.
38

39 **Hand vote was taken with all voting in favor.** Boutin announced the vote was
40 unanimous.
41

42 **Revenue & Expenses and Cash Flow Statement** (February 1 through February 28, 2014)

43 Boutin called for comments and heard none.
44

45 **Action Items**

- 46 ▪ **Resignation**

47
48 **Johnson moved and Harrington seconded to accept the resignation of Carolyn**
49 **Bartlett.**

1 In depth discussion followed in which the board examined the impact and implications a
2 mid-year instructor resignation brings touching on both the specific to this resignation and
3 the generic. Discussed were:

- 4 - The expectation of an instructor to complete the school calendar year.
- 5 - Securing a classroom replacement midway through the second semester; in
6 this situation the best scenario is a full time substitute with an engineering
7 background. The position has already been posted.
- 8 - The history of how difficult this position has been to fill.
- 9 - The specifics mentioned in the resignation letter and the lack of regard the
10 hiring company had for the center and tech education.
- 11 - The attempt the instructor made to begin her new position after the classroom
12 year ended.

13
14 **Letourneau moved and Goodhue seconded a motion to have Culkeen write a letter to**
15 **both the CEO and Human Resource person of the hiring company for the board to**
16 **sign.**

17
18 Further discussion followed as to who the hiring company was, if the company was local,
19 notation of recourse only within the school system, the 'temporariness' of the instructor's
20 position at the CDC, her work load (two long blocks), her benefits received to date (health
21 insurance, et al) and if there was a policy involved.

22
23 **Hand vote was taken to accept the resignation. All voted in favor excepting Boutin,**
24 **who abstained.**

25
26 **Letourneau moved to withdraw his motion to have Culkeen write a letter. There was**
27 **no second.**

28
29 **Hand vote was taken on having Culkeen write a letter expressing the board's**
30 **displeasure. Alexander, Boutin, Harrington, Kelly, Kinney, and Letourneau voted in**
31 **favor. Goodhue and Johnson voted against and Gulley-Ward and Pickering**
32 **abstained. The motion carried (6-2-2).**

33
34 Culkeen reported the position has been posted and been discussed with the staff internally.
35 Background clearance will be a concern if an appropriate already-cleared sub is not found.
36 He noted a cleared sub will have to be in the classroom until background is cleared on a
37 new hire. He also noted the program is 'senior heavy'. The board commented on what they
38 hoped could happen to finish the year with Alexander suggesting perhaps a local college
39 engineering student could intern. Culkeen noted the problems incurred all come down to
40 money with Boutin noting that being locked into a universal teacher contract is restrictive to
41 hiring instructors at tech centers; it does not allow wages to be competitive.

42
43 **▪ Field Trips**

44 ✓ DECA 5/2 → 5/7 Atlanta GA 8 students

45
46 **Harrington moved and Johnson seconded the motion to approve the DECA field trip.**
47 **Hand vote was taken with all voting in favor.** Boutin noted the vote was unanimous.
48 There was no discussion.

1 ✓ SkillsUSA 4/3 → 4/4 Burlington VT 18 students

2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49

Harrington moved and Johnson seconded a motion to approve the SkillsUSA field trip. Hand vote was taken with all voting in favor. Boutin noted the vote was unanimous. There was no discussion.

Director/ Superintendent’s Report

Culkeen:

- Wished all a Happy St Patrick’s Day.
- Thanked the community for their votes and support of the budget. He noted that although the budget is set, there is still work needed with line items and internal cuts for next month.
- Reported the professional day for the staff/ instructors was held last Friday off campus at the Hampton Inn. The morning consisted of two sessions: internal housekeeping and marketing the school to the community and alumni. The afternoon was a continuance of last August workshop on both student bullying and bullying in the workplace.
- Reported Building Trades has completed half a house on site; it is wrapped and in the north parking lot. They are currently working on the second half. The structure is for sale ‘as-is’, with the buyer being responsible for moving. This is the first time a prefab has been constructed and it has gone well. The positive is that work is in a controlled environment and not dictated by weather; the negative is that all the skill sets of building a home are not being addressed.

Chairman’s Report

There was none.

Executive Session

At 7:34pm Harrington moved and Kinney seconded a motion to enter Executive Session. All were in favor.

At 7:59pm Kinney moved and Johnson seconded a motion to exit Executive Session. All were in favor.

No action was taken.

Other

Hearing none,

At 8:01pm Kinney moved and Goodhue seconded a motion to Adjourn. All were in favor.

Respectfully submitted,

Barb Schlesinger
March 23, 2014

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15

Dropbox:

- Minutes of the February 24, 2014 Regional Governing Board Meeting
- Minutes of the March 3, 2014 SWVRTSD Annual Floor Meeting
- SWVRTSD Payroll Warrant # 19 & 1034
- SWVRTSD Payroll Warrant # 20 & 1035
- SWVRTSD Vendor Warrant # 1036
- Revenue & Expenses, Statement of Cash Flow
- Board Reorganization Materials
- Resignation Letter
- Policy Committee Agenda
- Field Trips (2) SkillsUSA & DECA
- Minutes of the February 24, 2014 Policy Committee Meeting

Distributed at Meeting

- Draft of Policy 6500C Community Service Projects