

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**
2 **Regional Governing Board Meeting Minutes: April 21, 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: Katie Lyons; Stephanie Mulligan; Bill Obenauer; Amber O'Brien;
10 Rose Marie Pelletier; Sandy Redding; Kathy Slade.

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12 Videotaping: CAT-TV

13
14 Recorder: Barb Schlesinger

15
16 **Call to Order and Welcome**

17 At 6:30pm, Chairman Boutin called this regular meeting to order and noted all board
18 members were present.

19
20 **Public Comments**

21 Rose Marie Pelletier, Representative of Hour 4 Hour (H4O), spoke of her organization's
22 local inception, which began two years ago as a result of Vermont Rural Development
23 workshop. She explained H4O is an hour-for-hour time exchange. A year ago, H4O
24 approached Instructor Barb Gorbaty for help in designing promotional materials. Two
25 seniors helped with this project. Ms Pelletier offered her thanks for the positive attitudes and
26 good community connecting that occurred.

27
28 Gorbaty's Communication class created a brochure, sandwich board and banner which Ms
29 Pelletier displayed. She again thanked the board and noted the brochure is in its third
30 printing. Chairman Boutin commented that community involvement is a hot item right now
31 and we should expect more of it.

32
33 **Director/ Superintendent's Report (part 1 of 2)**

34 As a courtesy to Instructor Obenauer and his two students, Superintendent Culkeen moved
35 up their presentation:

36
37 Culkeen reported this past April 1 began Career week at the CDC. On Wednesday of that
38 week, 121 sixth graders from Pownal and Shaftsbury visited the Center. Two of Obenauer's
39 students, juniors Amber O'Brien and Katie Lyons, were the project managers of this event.

40
41 O'Brien and Lyons, in unison, recounted the event: Fourteen classes/ programs participated
42 along with 34 Business Management students. The visiting students were given a survey,
43 developed by O'Brien and Lyons, prior to the visit in which they were asked to rank their
44 classes of interest. The classes offered varied in length from 15 to 60 minutes. O'Brien and
45 Lyons reported there were a couple of obstacles they had to overcome; they plan on
46 building off of these and improving for next year.

47
48 Obenauer reported his students, not him, developed and coordinated the event. In the
49 debriefing after, it was noted that O'Brien and Lyons were able to be in the 'right place at the

1 right time’.

2
3 Pelletier noted here Pownal ‘Little Sister’ went and was thrilled; Johnson thanked the girls
4 and commented on their synchronized presentation. Other board members gave words of
5 encouragement and thanks.

6
7 **Committee Reports**

8 ▪ **Education**

9 Letourneau reported the committee met April 1 and discussed Reductions In Force; at this
10 point no action has been taken and the Superintendent asked RIFs be delayed.

11
12 The committee also discussed the possibility of permitting other districts to fill empty seats at
13 the MAU (local) rate of tuition which is roughly \$5,000. Letourneau noted this topic was
14 discussed approximately five years ago and at that time it was felt the voters would not
15 approve.

16
17 **Consent Agenda**

18 **Minutes**

- 19 - Minutes of the March 17, 2014 Regional Governing Board Meeting

20
21 **Harrington moved and Johnson seconded the motion to accept the March 17, 2014**
22 **Full Board minutes. Hand vote was taken with all voting in favor.** There was no
23 discussion. Boutin announced the vote was unanimous.

24
25 **Warrants**

26 **PAYROLL**

- 27 - SWVRTSD Payroll Warrant # 21 3/28/2014 in the amount of \$ 2,600.78
28 - SWVRTSD Payroll Warrant # 1037 3/28/2014 in the amount of \$ 82,990.06
29 - SWVRTSD Payroll Warrant # 22 4/21/2014 in the amount of \$ 2,934.36
30 - SWVRTSD Payroll Warrant # 1039 4/21/2014 in the amount of \$ 76,704.09

31
32 **Harrington moved and Goodhue seconded the motion to approve the Payroll**
33 **Warrants. Hand vote was taken with all voting in favor.** Boutin noted the vote was
34 unanimous. There was no discussion.

35
36 **VENDOR**

- 37 - SWVRTSD Vendor Warrant # 1038 3/28/2014 in the amount of \$ 76,114.90
38 - SWVRTSD Vendor Warrant # 1038 4/21/2014 in the amount of \$ 59,607.40

39
40 **Harrington moved and Kinney seconded the motion to approve the Vendor Warrant.**

41
42 Letourneau inquired about the classroom with no heat (#1040, page 4). Culkeen provided
43 that Jim Marsden had called the repair in. Culkeen and Mulligan have discussed a
44 procedure so that CDC administration is aware when these problems occur. Letourneau
45 also commented on the Blended Learning Conference and asked about the \$40,000 Health
46 Care payment (page 14). Mulligan explained this was a pass-along; the annual employer
47 share is \$280,000.

48
49 **Hand vote was taken with all voting in favor.** Boutin announced the vote was

1 unanimous.

2
3 **Revenue & Expenses** (March 1 through March 31, 2014)

4 Boutin called for comments and heard none.

5
6 **Action Items**

- 7 ▪ **Warning of Community Service Projects Policy #C6500**

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9 **Harrington moved and Kinney seconded the motion to Warn Policy #C6500, Community Service Projects.**

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11
12 **Hand vote was taken with all voting in favor.** Boutin noted the vote was unanimous.
13 There was no discussion.

14
15 ▪ **Field Trips**

- 16 ✓ Automotive Tech 5/2 → 5/3 Epping NH 2 students

17
18 Kelly noted the submitted form does not list the chaperone's name and asked if the parent's
19 had been invited as suggested in the invitation letter sent to the instructor. Culkeen replied
20 he would verify the parents having been invited. Kelly also voiced her hesitation of having
21 only one teacher with the students. Johnson noted one teacher conforms to policy; but
22 others can be asked to go along. Culkeen noted if parents were to go along as chaperones,
23 background checks would have to be done. MacDonald commented on the excellent
24 opportunity the scholarships resulting from this event are.

25
26 **Hand vote was taken to approve the Automotive Tech field trip, with all voting in favor.** Boutin noted the vote was unanimous.

- 27
28
29 ✓ Game of Logging 5/22 → 5/23 St Albans/ Enosburg VT 12 students

30
31 **Johnson moved and Goodhue seconded a motion to approve the Game of Logging field trip. Hand vote was taken with all voting in favor.** Boutin noted the vote was
32 unanimous. There was no discussion.

- 33
34
35 ✓ FBLA 6/29 → 7/1 Nashville TN 4 students

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37 **Goodhue moved and Harrington seconded a motion to approve the FBLA field trip.**

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39 Culkeen explained this request was put in the Dropbox this afternoon; there was a last
40 minute price change. The trip is pending on raising the shortfall. Goodhue expressed that
41 we should make sure it works and the money is found for these students to go.

42
43 **Hand vote was taken with all voting in favor. Boutin noted the vote was unanimous.**

- 44
45 ✓ Theatre Arts 5/25 → 5/25 NYC 17 students

46
47 **Goodhue moved and Johnson seconded a motion to approve the Theatre Arts field trip.**

1 Kelly noted there were not enough chaperones for the number of students attending; there
2 needs to be three. Culkeen reported he will make sure the field trip is in compliance.

3
4 **Hand vote was taken with all voting in favor. Boutin noted the vote was unanimous.**

5
6 **Director/ Superintendent's Report (part 2 of 2)**

7 Culkeen:

- 8 - Commented on the student presentation earlier this evening and reported that day
9 went great and expressed that he was very proud.
- 10 - Reported Career Week was a great success; on Tuesday and Thursday there were
11 lunchtime 'fairs', with displays from all the programs set up for the MAU students. He
12 thanked Ashley Coon (who served as key coordinator), all the staff members and
13 MAU, along with its principal, Sue Maguire.
- 14 - Reported that this past Wednesday, the Governor was hosted in the CDC Assembly
15 room and that it was 'good chaos'. Culkeen thanked the graphic students for the
16 CDC logo placements in the room which ensured they were in the photos taken.
- 17 - Reported last Friday, the Department of Labor hosted workshops for the Plasan
18 employees at the CDC. Culkeen thanked both the Department of Labor and the
19 custodial and maintenance staff for their contributions.
- 20 - Announced the upcoming 'First Annual Superintendents Cook-Off'. The culinary
21 students choose to have this event a 'slider' competition; the details will be worked
22 out this Friday. The May RGB meeting will feature the winning slider as board
23 snack. Judges TBD, with Culkeen wishing for a blind panel.
- 24 - Reported the draft grant for the Sustainable Foods program is progressing well; this
25 Innovation grant is for \$75,000 the first year, \$50,000 the second.
- 26 - Reported that verbal approval for the amended FY 2014 Perkins grant was received
27 today. Mulligan indicated monies would be used for professional development and
28 there will be a focus on adaptive equipment and tools that make it easier for non-
29 traditional students to enroll in programs. Examples cited by Mulligan include porta-
30 potties on-site and lighter, easier pull chainsaws as well as possibly using some of
31 the funds for a down payment on a front end loader.
- 32 - Noted teacher negotiations were underway; CDC representatives are Harrington,
33 Mulligan and himself. This coming Thursday at 4:00pm will be a face-to-face
34 meeting with both sides present. Culkeen reminded all there is a cloak of silence
35 during negotiations.

36
37 **Chairman's Report**

38 Boutin:

- 39 - Reported the Education and Finance committees have been busy working together
40 on the shortfall which is now down to approximately \$50,000. If needed, the
41 Teachers contract requires RIF notices be issued by May 15th. There is a possibility
42 of a Special Meeting needing to be held prior to that date.

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44 **Consensus of the board is to hold a Special Meeting tentatively on Monday, May 12th
45 at 5:00pm if needed.**

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47 **Executive Session**

48 There was none.

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Other

Hearing none,

At 7:28pm Kinney moved and Goodhue seconded a motion to Adjourn. All were in favor.

Respectfully submitted,

Barb Schlesinger

April 27, 2014

Dropbox:

- Minutes of the March 17, 2014 Regional Governing Board Meeting
- Minutes of the April 1, 2014 Education & Facilities Committee Meeting
- Minutes of the April 1, 2014 Finance Committee Meeting
- Minutes of the March 17, 2014 Policy Committee Meeting
- SWVRTSD Payroll Warrant # 21 & 1037
- SWVRTSD Payroll Warrant # 22 & 1039
- SWVRTSD Vendor Warrant # 1038
- SWVRTSD Vendor Warrant # 1040
- Revenue & Expenses Reports
- Policy 6500C Community Service Projects (for Warning)
- Field Trips (4)- Auto, FBLA, Forestry (Game of Logging), Theater Arts
- RGB Committee Membership Roster(s) 2014-2015