

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**
2 **Regional Governing Board Meeting Minutes: June 16, 2014**

3 Assembly Room, Career Development Center

4
5 Members Present: Jim Boutin; James Culkeen; Kevin Goodhue; Jessica Gulley-Ward;
6 Rickey Harrington; Leon Johnson; Jackie Kelly; Fran Kinney; Ed Letourneau; John
7 MacDonald (at 7:48); Heidi Pickering.

8
9 Members absent: Gloria Alexander.

10
11 Staff and Others Present: Marie-Pierre Huguet; Wendy Klein; Stephanie Mulligan; Sandra
12 Redding; Kathy Slade.

13
14 Videotaping: CAT-TV

15
16 Recorder: Barb Schlesinger

17
18 **Call to Order and Welcome**

19 Chairman Boutin called the meeting to order at 6:30pm, welcomed all and noted a quorum
20 of board members were present. Boutin reported there was much business tonight, there
21 would be Executive Session and asked that the meeting move along orderly.

22
23 **Change to Agenda**

24 Boutin requested the *Reduction In Force* Action Item be moved to after the board exits
25 Executive Session.

26
27 **Public Comments**

28 Boutin called for comments; there were none.

29
30 **Committee Reports**

31 **▪ Strategic Planning**

32 Chairman Alexander was not present this evening; Boutin asked members to review the
33 committee's minutes in the dropbox. Boutin emphasized the section of the minutes which
34 deals with Mr Harrington's (Bennington Development Coordinator) recommendations.
35 These will be moving to the Education Committee. There will be a 'Meet and Greet' when
36 Gloria returns.

37
38 **▪ Finance**

39 Goodhue reported the committee has discussed salaries and is waiting for the Education
40 Committee's recommendation. At their earlier meeting, they discussed having the Coop
41 position at .5 time with the position becoming full once again in the future. They also
42 discussed Cosmetology at .75 time, again with the position becoming full time once again as
43 soon as the money was available. Also discussed was the purchase and placement of a
44 CDC greenhouse on the MAUMS campus.

45
46 Boutin reported that there will be a joint session with the MAUHS board to discuss a rental
47 option rather than the present allocation agreement between MAU and the CDC. The
48 subject was looked at last year by board members Boutin and Harrington along with SVSU's
49 CFO, Rick Pembroke.

1 ▪ **Education**

2 Letourneau reported the committee met just prior to tonight's meeting and will follow through
3 with the Superintendent's recommendations from that meeting.

4
5 Boutin noted committee meeting minutes should be approved at their respective committees
6 and requested approval of these minutes be on committee meeting agendas.

7
8 **Consent Agenda**
9 **Minutes**

- 10 - Minutes of the May 19, 2014 Regional Governing Board Meeting

11
12 **Harrington moved and Johnson seconded the motion to accept the May 19, 2014 Full**
13 **Board minutes.**

14
15 **Hand vote was taken with all in attendance voting in favor.** There was no discussion.

16
17 **Warrants**
18 **PAYROLL**

- 19 - SWVRTSD Payroll Warrant # 25 5/28/2014 in the amount of \$ 3,861.73
20 - SWVRTSD Payroll Warrant # 1045 5/28/2014 in the amount of \$ 71,451.60
21 - SWVRTSD Payroll Warrant # 26 6/16/2014 in the amount of \$ 2,507.70
22 - SWVRTSD Payroll Warrant # 1046 6/16/2014 in the amount of \$ 65,786.18

23
24 **Harrington moved and Goodhue seconded the motion to approve the Payroll**
25 **Warrants. Hand vote was taken with all in attendance voting in favor.** There was no
26 discussion.

27
28 **VENDOR**

- 29 - SWVRTSD Vendor Warrant # 1047 5/28/2014 in the amount of \$105,941.77
30 - SWVRTSD Vendor Warrant # 1044 6/16/2014 in the amount of \$ 13,327.85

31
32 **Harrington moved and Johnson seconded the motion to approve the Vendor**
33 **Warrants. Hand vote was taken with all in attendance voting in favor.** There was no
34 discussion.

35
36 **Revenue & Expenses** *(May 1 through May 31, 2014)*

37 Boutin called for comments and heard none.

38
39 **Action Items**

40 ▪ **Nominations - Faculty**

- 41 ✓ Special Needs Coordinator

42 Culkeen briefly outlined Ms Alvarez's work experience and education and noted she has
43 relocated from New Jersey.

44
45 **Harrington moved and Goodhue seconded a motion to approve the nomination of**
46 **Jamie Alvarez as Special Needs Coordinator. Hand vote was taken with all in**
47 **attendance voting in favor.**

1 ✓ Guidance Coordinator
2 Culkeen noted Mr Provost's experience in scheduling and coordination.

3
4 **Kinney moved and Johnson seconded a motion to approve the nomination of Casey**
5 **Robert Provost as Guidance Coordinator.**

6
7 There was brief discussion regarding the candidate's limited experience on the high school
8 level. Culkeen noted the candidate comes with the same experience that the retiring
9 coordinator did and that he feels confident there will be no worries.

10
11 **Hand vote was taken with all in attendance voting in favor.**

12
13 ▪ **Nominations – CTSO and Service Positions**

- 14 ✓ FBLA Advisor Neal Hogan
15 ✓ SkillsUSA Advisor Kathy Slade
16 ✓ DECA Advisor Lauri Wright

17
18 Culkeen reported there have been no changes to the nominees or positions since last year.
19 The rest of the positions will be brought forth with nominations at a future Board meeting.

20
21 **Harrington moved and Johnson seconded a motion to accept the three nominations.**
22 **Hand vote was taken with all in attendance voting in favor.**

23
24 ▪ **Greenhouse Purchase**

25 Culkeen reported we have been awarded the \$75,000 Innovation grant for Sustainable Food
26 Systems next year; therefore, we have reason to go forward with purchasing the
27 greenhouse. The greenhouse itself will be funded by this year's Perkins grant.

28
29 **Harrington moved and Goodhue seconded the motion to approve the greenhouse**
30 **purchase as presented.**

31
32 Culkeen further relayed the Sustainable Foods instructor made the recommendation,
33 mapping is being done now in regards to placement on the MAUMS campus, the food being
34 grown will go to the school kitchens and Culinary and the program itself is geared toward the
35 'whole food process'.

36
37 Discussion followed as to selling at local farmer markets and the cost to erect, with it being
38 noted Forestry and Building Trades will be erecting the structure. It was also reported the
39 greenhouse will not have water or electricity. Boutin thanked all involved in writing the grant.

40
41 **Hand vote was taken with all in attendance voting in favor. ***

42 * Macdonald arrived and voted.

43
44 **Director/ Superintendent's Report**

45 Culkeen:

- 46 - Reported that with the above grant approval for Sustainable Foods, there are also
47 some reporting obligations due this upcoming year; in particular a revised program
48 template and, for May 1, 2015, curriculum will need to be in place. He noted we can
49 begin spending July 1, 2014.

- 1 - Thanked the staff for their help with Awards Night. He reported there were 160
- 2 attendees for the sit-down meal held at the Elks Hall.
- 3 - Reported MAUHS had their graduation last Friday night. The Tech Honor Society
- 4 members were distinguished by their stoles and rose and were recognized during the
- 5 ceremony.
- 6 - Reported that although the FBLA's field trip had been approved by the board, the trip
- 7 was cancelled due to lack of interest. He noted the trip is scheduled for after the
- 8 school year ends.
- 9 - Reported on the Auto Tech field trip to Epping NH; our team placed 6th this year,
- 10 there was no scholarship money. He offered thanks to Bennington Ford dealership
- 11 Carbones for the use of a new Ford Focus for the students to practice on.
- 12 - Reported the Business Tech students competed in the Vermont Real Students
- 13 Business Plan. He recognized Bill Obenauer (instructor) and student Katie Lyons,
- 14 who presented before the board in April.

15 16 **Chairman's Report**

17 Boutin:

- 18 - Spoke of a co Select/ Education meeting being planned in which local higher
- 19 education will also be included.
- 20 - Reported he has met with the Secretary of Education regarding Superintendent
- 21 issues. This will be discussed in tonight's Executive Session.
- 22 - Reported on President Obama speaking at the Worcester MA Tech High School
- 23 commencement recently. Obama spoke of the importance of tech education and
- 24 Boutin noted we should be proud we are a part of that program.

25 26 **Executive Session**

27 **At 6:58pm, Harrington moved and Letourneau seconded a motion to enter Executive**

28 **Session to discuss 1) Teacher Contract Negotiations and 2) Administration. Hand**

29 **vote was taken with all in attendance voting on favor.**

30
31 Culkeen left the session at 7:56pm.

32
33 **At 8:15pm, Kinney moved and Harrington seconded a motion to exit Executive**

34 **Session. All were in favor.**

35 36 **Actions Taken:**

37 38 **▪ Backhoe Warrant**

39 Omitted from the Consent Agenda was Warrant # 1048, dated June 11, 2014, \$30,000 for

40 the deposit on the backhoe. *(Purchase was approved at the 5/19/2014 Full Board meeting)*

41
42 **Harrington moved and Johnson seconded to approve Warrant #1048. Hand vote was**

43 **taken with all in attendance voting in favor.**

44 45 **▪ Superintendent/ Director Resignation**

46 Culkeen's Letter of Resignation, effective June 30, 2014, was read. In the letter he

47 expressed his regret; he thought he could hold both positions. The State Department of

48 Education expressed concern with regards to conflict of interest. Culkeen thanked the

49 board members for their support these past three years.

1 **Harrington moved and Kinney seconded a motion to accept Superintendent/ Director**
2 **Culkeen’s resignation with regret. Hand vote was taken with all in attendance voting**
3 **in favor.**

4
5 **▪ Acceptance of the Teacher Contract**

6 Harrington recommended the board ratify the one-year contract. He explained the contract
7 was the same as last year’s with the exception of all teachers getting a class Step (2.5%)
8 with the top tier getting a stipend. Harrington reported also that at negotiations, all were
9 reasonable and that relations were good.

10
11 **Harrington moved and Johnson seconded the motion to accept the one-year Teacher**
12 **Contract. Goodhue left the room. Hand vote was taken with all in attendance**
13 **excepting Goodhue (who was not present for the vote) voting in favor.**

14
15 **▪ Director/ Superintendent**

16
17 **Letourneau moved and Harrington seconded the motion to appoint Michael Lawler for**
18 **the Director/ Superintendent position for one year, with superintendent**
19 **responsibilities and with salary to be negotiated. Hand vote was taken with all in**
20 **attendance voting in favor.**

21
22 **▪ Reduction In Force**

23 No action was taken.

24
25 **Adjournment**

26 **At 8:23pm Kinney moved and Harrington seconded a motion to Adjourn. All were in**
27 **favor.**

28
29 Respectfully submitted,

30
31 Barb Schlesinger

32 June 21, 2014

33
34 **Dropbox:**

- 35 - Minutes of the May 19, 2014 Regional Governing Board Meeting
- 36 - Minutes of the May 16, 2014 Strategic Planning Committee Meeting
- 37 - Minutes of the June 2, 2014 Finance Committee Meeting
- 38 - Minutes of the June 2, 2014 Education/ Facilities Committee Meeting
- 39 - SWVRTSD Payroll Warrant # 25 & 1045
- 40 - SWVRTSD Payroll Warrant # 26 & 1046
- 41 - SWVRTSD Vendor Warrant # 1047
- 42 - SWVRTSD Vendor Warrant # 1049
- 43 - Revenue & Expenses Reports
- 44 - Cash Flow Statement
- 45 - CTSO (3): DECA, FBLA, SkillsUSA

46
47 **Distributed at meeting:**

- 48 - Greenhouse quote
- 49 - Vendor Warrant #1048 – Backhoe Deposit