

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**
2 **Regional Governing Board Meeting Minutes: September 15, 2014**

3 Assembly Room, Career Development Center
4

5 Board Members present: Gloria Alexander; Jim Boutin; Kevin Goodhue; Jessica Gulley-
6 Ward; Rickey Harrington; Michael Lawler; John MacDonald; Heidi Pickering (6:35).
7

8 Board Members absent: Leon Johnson; Jackie Kelly; Fran Kinney; Ed Letourneau;
9

10 Others present: Marie-Pierre Huguet; Stephanie Mulligan (CDC administration).
11

12 Videotaping: CAT-TV
13

14 Recorder: Barb Schlesinger
15

16 **Call to Order and Welcome**

17 Chairman Boutin called this regular meeting to order at 6:30pm and noted a quorum of
18 board members were present therefore, the meeting would proceed.
19

20 **Public Comments**

21 Chairman Boutin called for comments and heard none.
22

23 **Committee Reports**

24 **▪ Education/ Facilities**

25 Chairman Boutin reported committee chairman Letourneau was unable to attend tonight's
26 meeting (conflict with School Board Association meeting in Manchester) therefore, no report
27 this evening.
28

29 **▪ Strategic Planning**

30 Chairman Boutin noted there was new work to task to the committee; an upcoming meeting
31 will be scheduled with Alexander, Lawler and Huguet.
32

33 **Consent Agenda**

34 **Minutes**

- 35
36 - Minutes of the August 18, 2014 Regional Governing Board Meeting
37

38 **Upon motion made by Goodhue and seconded by Harrington, the minutes of the**
39 **August 18, 2014 Full Board meeting were approved as presented by hand vote of the**
40 **majority in attendance. Alexander abstained.** There was no discussion.
41

42 **Warrants**

43 **PAYROLL**

- 44 - SWVRTSD Payroll Warrant # 5 9/15/2014 in the amount of \$ 4,201.53
45 - SWVRTSD Payroll Warrant # 1006 9/15/2014 in the amount of \$ 62,002.23
46
47 - SWVRTSD Payroll Warrant # 6 9/15/2014 in the amount of \$ 890.73
48 - SWVRTSD Payroll Warrant # 1008 9/15/2014 in the amount of \$ 62,497.34
49

1 **VENDOR**

- 2 - SWVRTSD Vendor Warrant # 1007 8/25/2014 in the amount of \$ 83,814.24
3
4 - SWVRTSD Vendor Warrant # 1009 9/15/2014 in the amount of \$ 40,242.50
5

6 **Upon motion made by Alexander and seconded by Goodhue, Payroll Warrant(s) #5,**
7 **#1006, #6, # 008 and Vendor Warrant(s) #1007 and #1009 were accepted as presented**
8 **by hand vote of all in attendance.** There was no discussion.
9

10 Boutin noted the Vendor warrants were heavy due to beginning of the school year supplies,
11 subscriptions and insurances.
12

13 **Revenue & Expenses** (August 1 through August 31, 2014)

14 There was no discussion.
15

16 **Director/ Superintendent's Report**

17 Lawler:

- 18 - Spoke of the excellent start of the new school year. He reported the first three days
19 consisted of in-service, which included team building and school goal setting on day
20 one. Day two had Melissa Shay (Vermont DCF) presenting on mandatory reporting/
21 child abuse and Stephanie Peters presenting on integrating higher standards in
22 curriculum. Day three was a teacher designated day in which they got their
23 classrooms ready. Mr Lawler also reported the first day with the students was great.
24 - Reported the finalization of the candidate for the Cosmetology program will be
25 tomorrow.
26 - Spoke of the need for an additional para. This person will fill in for safety
27 requirements, driving, and back up for other paras. The position has been posted.
28 - Noted we have reposted for an Assistant Director for the Center.
29 - Reported that although there are no concrete numbers, initial enrollment appears
30 stable. He noted we have lost several classes, however, short block classes are
31 almost at capacity.
32 - Turned to Marie-Pierre Huguet who reported LNA program is now official; she spoke
33 of the community members who helped make it happen and further details of the
34 enrollment, two instructors, hours in-class and on-site (Crescent Manor) and the
35 support with enrollment provided by the VT Department of Labor.
36

37 Chairman Boutin voiced he was pleased to hear this terrific news for the community;
38 we now offer a licensing program that is in demand in our area.

- 39 - Huguet and Lawler spoke of the pint glasses distributed to the board this evening
40 that feature the CDC mascot – the catamount. The glasses were made by local
41 business Catamount Glass.
42

43 **Chairman's Report**

44 Boutin:

- 45 - Noted the Secretary of Education was speaking this evening in Manchester. He
46 further spoke of and read from the Governor's letter that calls for an intersection of
47 education in the workforce. The Governor notes that bulking up trade and vocation
48 studies will create upward social mobility. We will continue on to give students the
49 best/ ample opportunities for success.

1 **Executive Session**

2 None this evening

3
4 **Action Items**

5 ▪ **Amendment to Superintendent's Contract**

6 Chairman Boutin noted the amendment has to do with extending the contract length to the
7 standard three years. There was brief discussion as to how this shows the board's support.

8
9 **Upon motion made by Goodhue and seconded by Alexander, amending the**
10 **Superintendent's Contract was approved by hand vote of the members in attendance.**

11
12 ▪ **Amendment to the 2013 – 2016 ESP Agreement**

13 Chairman Boutin noted the amendments were due to typos and errors, nothing of
14 substance.

15
16 **Upon motion made by Harrington and seconded by MacDonald, amending the 2013 –**
17 **2016 ESP Agreement was approved by hand vote of the members in attendance.**

18
19 ▪ **Equipment Purchase for Medical Professions**

20 The mannequin purchase will be covered by the Perkins grant.

21
22 **Upon motion made by Goodhue and seconded by Harrington, the Board approved the**
23 **Medical Professions equipment purchase by hand vote of the members in attendance.**

24
25 ▪ **Resolution for Peoples Bank**

26 Mulligan explained the Treasurer needed to open a new account for the Theatre Arts
27 Scholarship Fund based on Auditor recommendations. Vote will give Board for the
28 Treasurer to access the account.

29
30 **Upon motion made by Harrington and seconded by Goodhue, the Board authorized**
31 **the opening of the Theatre Arts Scholarship account and authorized the Treasurer**
32 **access to said account, by hand vote of the members in attendance.**

33
34 **Other**

- 35 - Harrington reported a meeting for Teacher negotiations will be held next Monday,
36 4:00pm at SVSU.
37 - Mulligan reported vendor warrants will be increasing in size due to the inclusion of
38 program revenue and the school store. This was recommended in 2013 and is now
39 being put into play. The Enterprise Fund will be coming to the board for approval.
40 - MacDonald spoke of positive comments he received from a middle school coach
41 about the impressions CDC students and the outreach program have on younger
42 kids.

43
44 **Adjournment**

45
46 **At 7:02pm Goodhue moved and Harrington seconded a motion to Adjourn. All were**
47 **in favor.**

1 Respectfully submitted,

2

3 Barb Schlesinger

4 September 20, 2014

5

6 **Dropbox:**

- 7 - Minutes of the August 18, 2014 Regional Governing Board Meeting
- 8 - SWVRTSD Payroll Warrants # 5 & # 1006
- 9 - SWVRTSD Payroll Warrants # 6 & # 1008
- 10 - SWVRTSD Vendor Warrant # 1007
- 11 - SWVRTSD Vendor Warrant # 1009
- 12 - Revenue & Expenses Reports
- 13 - Treasurer's Report
- 14 - ESP Amendment to 2013 – 2016 Agreement