

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**  
2 **Regional Governing Board Meeting Minutes: October 20, 2014**

3 Assembly Room, Career Development Center  
4

5 Board Members present: Gloria Alexander; Jim Boutin (at 7:15); Kevin Goodhue; Jessica  
6 Gulley-Ward; Rickey Harrington; Leon Johnson; Jackie Kelly; Fran Kinney; Ed  
7 Letourneau; Michael Lawler; John MacDonald; Heidi Pickering.  
8

9 Others present: Alan Bishop, Joseph Duffy (public); Marie-Pierre Huguet, Stephanie  
10 Mulligan (CDC administration).  
11

12 Videotaping: CAT-TV  
13

14 Recorder: Barb Schlesinger  
15

16 **Call to Order and Welcome**

17 Vice Chairman Harrington called the meeting to order at 6:45pm and welcomed all.  
18

19 **Public Comments**

20 Vice Chairman Harrington called for comments and the following were heard:

- 21 - Alan Bishop expressed he was glad there was an AG program back at the  
22 CDC; however he was concerned about the lack of publicity being given to it.  
23 He noted the website does not mention it, nor is the instructor listed. Mr Bishop  
24 expressed that he feels it should be well supported and 'front and center' with  
25 the over \$86,000 invested so far in the program.  
26 Mr Bishop also verbally requested an inventory of supplies accounting for the  
27 period between when Instructor Lutz left until the end of last year. He  
28 expressed his continued advocacy to help make the Ag program work.  
29
- 30 - Joe Duffy spoke of the region's continued dependence on manufacturing and  
31 asked why Artificial Intelligence was being done away with. He noted the  
32 region has an established and trained workforce and cited Global Foundries  
33 rapid expansion(s).  
34

35 Vice Chairman Harrington replied the board will take Mr Duffy's comments under  
36 advisement and get back to him.  
37

38 **Committee Reports**

39 **▪ Strategic Planning**

40 Alexander reported that at the September 25<sup>th</sup> meeting the committee reviewed the history  
41 of the committee and a subcommittee composed of Gulley-Ward and Pickering was set up  
42 to review the Mission/ Policy/ Goals.  
43

44 Alexander also reported the committee discussed the possibility of summer programs and of  
45 offering off-site programs. Lawler will be researching the feasibility of both. Gloria noted the  
46 next meeting will be held on Thursday, October 23 at 2:30.  
47

48 **▪ Policy**

49 Johnson reported the committee has not had a quorum to date. Policies to be developed

1 are:

- 2 - Public Participation

3 This policy will address comments from the floor, meeting agendas, specific requests and  
4 who should respond, and dialogues.

- 6 - Activity Accounting

7 This policy will address the new Enterprise account. Lee-Clark and Mulligan are helping  
8 with the draft.

9  
10 There was brief discussion as to public comments and how they are to be addressed and to  
11 establishing a format/ structure regarding comments and responses.

12  
13 **▪ Teacher Negotiations**

14 Harrington reported they have started and today the ground rules were established. He  
15 noted proposals will begin in a couple of weeks.

16  
17 **Consent Agenda**

18  
19 **Minutes**

- 20 - Minutes of the September 15, 2014 Regional Governing Board Meeting

21  
22 **Goodhue moved and Johnson seconded to approve the minutes of the September 15,**  
23 **2014 Full Board meeting as presented. Hand vote was taken with all in attendance**  
24 **voting in favor excepting Kinney, who abstained.** There was no discussion.

25  
26 **Warrants**

27 **PAYROLL**

- 28 - SWVRTSD Payroll Warrant # 7 9/29/2014 in the amount of \$ 254.59
- 29 - SWVRTSD Payroll Warrant # 1010 9/15/2014 in the amount of \$ 69,439.19
- 30
- 31 - SWVRTSD Payroll Warrant # 8 10/20/2014 in the amount of \$ 2,194.05
- 32 - SWVRTSD Payroll Warrant # 1012 10/20/2014 in the amount of \$ 60,350.47

33  
34 **Goodhue moved and Alexander seconded the motion to approve Payroll Warrants #7,**  
35 **#1010, #8, #1012.**

36  
37 There was a question as to '941 Tax' (#1012) with Mulligan explaining this is the federal  
38 form for quarterly withholding.

39  
40 **Hand vote was taken with all in attendance voting in favor of approval.** There was no  
41 further discussion.

42  
43 **VENDOR**

- 44 - SWVRTSD Vendor Warrant # 1011 8/25/2014 in the amount of \$ 83,814.24
- 45
- 46 - SWVRTSD Vendor Warrant # 1015\* 9/15/2014 in the amount of \$ 40,242.50

47  
48 **Goodhue moved and Kinney seconded the motion to approve Vendor Warrants #1011**  
49 **and #1015 (1013)\* see Other.**

1 Letourneau posed questions as to the Bennington Banner expense of \$600.00  
2 (advertisement for Cosmetology Instructor), school store inventory (monthly expenditures for  
3 resupply) and the safety cell phone (now down to one to be used for field trips and/ or  
4 emergencies).

5  
6 **Hand vote was taken with all in attendance voting in favor of approval.** There was no  
7 further discussion.

8  
9 **Cash Flow Statements** (*September 2014 & Cumulative*)

10 There were no comments.

11  
12 **Revenue & Expenses** (*September 1 through September 30, 2014*)

13 There were no comments.

14  
15 **Director/ Superintendent's Report**

16 Lawler:

- 17 - Gave a screen presentation, *The Director's Telegraph*, which was formatted in the  
18 style of a newspaper. 'Articles' included:
  - 19 ➤ Partnership at Monument, where CDC Law Enforcement students visited  
20 Monument Elementary school twice. Both sets of students enjoyed the  
21 outreach, with the elementary students being exposed to the capture of 'bad  
22 guys' and fingerprinting. Lawler shared thank yous from the elementary  
23 students.
  - 24 ➤ The Forestry and Building Trades students participating in the groundwork for  
25 construction of the new Ag Department (Sustainable Foods) greenhouse  
26 located on the Mount Anthony Middle School grounds. Construction will  
27 begin next week.
  - 28 ➤ Building Trades will be assisting in the construction of an outdoor classroom,  
29 ie pole barn, to tie in with the Sustainable Foods greenhouse at the Middle  
30 School site.
  - 31 ➤ Human Services received the Realityworks babies with syndromes.
  - 32 ➤ Habitat for Humanities, Carpentry for a Cause sheds are raising money to  
33 build. The first shed went to Manchester. This is great PR for the CDC.
  - 34 ➤ 'Women Can Do' was held last Thursday, October 16, at VT Technical  
35 College. Two busses, with approximately 40 students (including many  
36 potential CDC students) went.
  - 37 ➤ Today's full day professional development in-service centered on a Stand Up  
38 to Bullying presentation by Mike Dreiblatt and Rediker 'Blackboard' training.  
39 Lawler reported the in-service went well.
  - 40 ➤ The Adult Education's LNA Launch and Open House is this coming  
41 Thursday, October 22 from 3-5pm. Huguet spoke of the program and  
42 welcomed all to attend to show their support.

43  
44 Letourneau inquired about Common Tech Core with Lawler responding Vermont has not yet  
45 adopted it and noted there are many cross walks with common core. Lawler also spoke of  
46 enrollment numbers for this semester (as of October 15): total enrollment appears fairly  
47 stable; FTEs are down a little but long-term FTEs are up. He will present the final numbers  
48 for the Board at the November meeting.

49

1 **Chairman's Report**

2 Boutin:

- 3 - Asked the board members who attended last month's Secretary of Education  
4 presentation for a brief synopsis of the meeting:
- 5 \* Kelley expressed she was very impressed with the Secretary and noted  
6 assessments are showing both gender and racial gaps.
  - 7 \* Letourneau commented on the vast amount of information presented and noted  
8 the presented tenet of enrollment decreases without corresponding financial cuts  
9 lead to expenses going up (as well as taxes). He also relayed that regarding  
10 assessments, the top 10% of the students are doing as well as students enrolled  
11 in private schools, however there has been no overall change in the remaining  
12 90%.
  - 13 \* Johnson commented on the workshops and solving particular problems.
  - 14 \* Kinney noted he has been to many of these meetings and would like answers.  
15 He sees more mandates without funding.

16  
17 Boutin noted these meetings have been heavily attended across the State and  
18 recommended people talk with their Representatives.

19  
20 Boutin also spoke of the Department of Agricultural having additional funding of \$49K  
21 available. He asked Strategic Planning to put this on their agenda with the possibility of the  
22 grant, if awarded, to be used toward a summer program. Boutin asked the Policy  
23 Committee to look into policies as to Public Comments and an update to  
24 Telecommunications to address new social media.

25  
26 **Action Items**

27 **▪ Nominations**

28 Lawler reported on the two nominations before the Board this evening:

- 29 \* Para/ Tech Specialist

30  
31 **Goodhue moved and MacDonald seconded the nomination of Richard Ryder as Para/  
32 Tech Specialist.**

33  
34 There was brief discussion concerning the nominee's lack of teaching experience, with it  
35 being noted he has beneficial, diverse other experience. This new position will provide  
36 support to all programs and provide backup to the other paras.

37  
38 **Hand vote was taken with all voting in favor.**

- 39  
40 \* Cosmetology Instructor (.75 Time)

41  
42 **Goodhue moved and Alexander seconded the nomination of Samantha Riordan-  
43 Corbeil as Cosmetology Instructor (.75 Time). Hand vote was taken with all voting in  
44 favor.**

45  
46 It was noted the nominee has seventeen years of experience.

1       ▪ **Snap-On Tools Purchase A**

2 Purchase A is for a meter kit for the Automotive Program. The kit will allow training and  
3 certification for students on classic cars, small engine and small aircraft engine. The  
4 purchase amount is \$9,301.04.

5  
6 The Perkins Federal grant will cover the purchase amount; however since the purchase  
7 price is more than \$5K, Board approval is required.

8  
9 **Kinney moved and Johnson seconded the motion to approve Snap-On Tools**  
10 **purchase A. Hand vote was taken with all voting in favor.**

11  
12       ▪ **Snap-On Tools Purchase B**

13 Purchase B is for computer upgrade and software to the Hunter alignment system used by  
14 the Automotive Program. The cost is \$5,565.00

15  
16 **Kinney moved and Letourneau seconded the motion to approve Snap-On Tools**  
17 **purchase B. Hand vote was taken with all voting in favor.**

18  
19 Johnson requested the supporting documentation for both the Snap-On purchases become  
20 part of this meeting's packet.

21  
22 **Executive Session**

23  
24 **At 7:38pm Kinney moved and Letourneau seconded a motion to enter Executive**  
25 **Session for Personnel. Hand vote was taken with all in favor.**

26  
27 Lawler and Huguet joined the Board. Lawler and Huguet exited Executive Session at  
28 8:00pm.

29  
30 **At 8:45pm Goodhue moved and Letourneau seconded a motion to exit Executive**  
31 **Session. All were in favor. No action was taken.**

32  
33 **Other**

34 \* Mulligan brought to the Board's attention and clarified the misnumbering error concerning  
35 tonight's approved Vendor Warrant #1015. Although warned as #1013 the Warrant  
36 presented and approved tonight is in reality #1015; the contents are the same.

37  
38 **Adjournment**

39  
40 **At 8:47pm Goodhue moved and Alexander seconded a motion to Adjourn. All were in**  
41 **favor.**

42  
43 Respectfully submitted,

44  
45 Barb Schlesinger  
46 October 26, 2014

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

**Dropbox:**

- Minutes of the September 15, 2014 Regional Governing Board Meeting
- Minutes of the September 25, 2014 Strategic Planning Committee Meeting
- SWVRTSD Payroll Warrants # 7 & # 1010
- SWVRTSD Payroll Warrants # 8 & # 1012
- SWVRTSD Vendor Warrant # 1011
- SWVRTSD Vendor Warrant # 1015
- Revenue & Expenses Reports
- Treasurer's Report
- Nominations (2x)

**To be added:**

- Snap-On Purchase A
- Snap-On Purchase B