

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**
2 **Regional Governing Board Meeting Minutes: March 21, 2016**

3 Assembly Room, Career Development Center
4 Electronically: <http://global.gotomeeting.com/join/503463469>
5 Phone: toll free (US) 1-866-899-4649 or 1-224-501-3318
6

7 Members Present: Jim Boutin; Jon Gauthier; Rickey Harrington; Art Haytko; Leon Johnson;
8 Jackie Kelly; Fran Kinney; Ed Letourneau; John MacDonald; Kenneth Swierad
9

10 Members Absent: Heidi Pickering
11

12 GoTo Meeting Attendees: None this evening
13

14 Staff and Others Present: Meg Honsinger, Marie-Pierre Huguet, Superintendent Michael
15 Lawler, Stephanie Mulligan, Sandy Redding
16

17 Videotaping: CAT-TV
18

19 Recorder: Barb Schlesinger
20

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

22 Superintendent Lawler called this annual reorganization meeting to order at 6:33pm,
23 thanked the voters for approving the budget presented March 1, congratulated returning
24 members Fran Kinney and Leon Johnson, welcomed new members Art Haytko and Kenneth
25 Swierad and requested changes in the order of this evening's agenda (Public Comments
26 and Executive Session).
27

28 **Board Reorganization**

29 **▪ Chair**

30 Superintendent Lawler called for nominations for Chair:
31

32 **Kelly moved and Harrington seconded the motion nominating Jim Boutin as Chair.**
33

34 Hearing no other nominations,
35

36 **Kinney moved and Johnson seconded the motion to close nominations. Hand vote**
37 **was taken with all in attendance excepting Haytko, who abstained, voting in favor.**
38

39 **Hand vote was taken on the nomination with all in attendance excepting**
40 **Haytko, who abstained, voting in favor. The motion of Jim Boutin as Board**
41 **Chair carried.**
42

43 **▪ Vice-Chair**

44 Chairman Boutin called for nominations for Vice-Chair:
45

46 **Kinney moved and Gauthier seconded the motion nominating Harrington for Vice-**
47 **Chair.**
48

49 Hearing no other nominations,

1 **Kinney moved and Johnson seconded the motion to close nominations. Hand vote**
2 **was taken with all in attendance excepting Haytko, who abstained, voting in favor.**

3
4 **Hand vote was taken on the nomination with all in attendance excepting Haytko, who**
5 **abstained, voting in favor. The motion of Rickey Harrington as Board Vice-Chair**
6 **carried.**

7
8 **▪ Clerk**

9 Chairman Boutin called for nominations for Clerk:

10
11 **Harrington moved and Kinney seconded the motion to nominate Letourneau as Clerk.**

12
13 Hearing no other nominations,

14
15 **Kinney moved and Harrington seconded the motion to close nominations. Hand vote**
16 **was taken with all in attendance excepting Haytko, who abstained, voting in favor.**

17
18 **Hand vote was taken on the nomination with all in attendance excepting Haytko, who**
19 **abstained, voting in favor. The motion of Letourneau as Clerk carried.**

20
21 **Executive Session**

22
23 **At 6:37pm Kinney moved and Johnson seconded a motion to enter Executive Session**
24 **for personnel. Hand vote was taken with all in attendance, excepting Haytko who**
25 **abstained, voting in favor.**

26
27 **At 6:51pm Kinney moved and Harrington seconded a motion to exit Executive**
28 **Session. All in attendance, excepting Haytko who abstained, voted in favor.**

29
30 No action was taken.

31
32 **Board Reorganization (continued)**

33
34 **▪ Meeting Dates, Time, Location**

35 **Dates/ Time:**

36 Redding spoke of the upcoming April meeting which falls during vacation. Brief
37 discussion as to if meeting during vacations was an issue followed with
38 Superintendent Lawler commenting that it is up to administration and that he himself
39 will be is available with the other administration staff concurring they are also. The
40 April meeting will be kept on the 18th, with the February 2017 meeting date to be
41 decided later on. Chairman Boutin read through the other upcoming meeting dates.

42
43 **Kinney moved and Harrington seconded a motion to accept the published dates and**
44 **time.**

45
46 At this point Swierad asked if the time could be changed to 7:00pm, noting that
47 6:30pm conflicts with another meeting he is in attendance of. It was noted this
48 change of time is discussed every year. Motion was amended to:
49

1 **Kinney moved and Harrington seconded a motion to accept the published dates with**
2 **a change of meeting time to 7:00pm, and the meetings continuing to be held at the**
3 **CDC Assembly Room.**

4
5 **Hand vote was taking with all in attendance voting in favor.**

- 6
- 7 ▪ **Paper of Record**
- 8

9 **Letourneau moved and Johnson seconded the motion for the Bennington Banner**
10 **remaining Paper of Record.**

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

- 13
- 14 ▪ **Off Warrant Signers**
- 15

16 **Kinney moved and MacDonald seconded the motion to authorize the Officers of the**
17 **Board to sign warrants.**

18
19 **Hand vote was taken with all in attendance voting in favor.**

- 20
- 21 ▪ **School Board Code of Ethics**

22 Boutin stressed that it is important for members to act within the code as a board.

23
24 **Kinney moved and Johnson seconded the motion to accept the Code.**

25
26 **Hand vote was taken with all in attendance voting in favor.** Boutin announced the vote
27 was unanimous. There was no discussion; the document was then passed around for
28 signature.

29 30 **Consent Agenda**

31 **Minutes**

- 32 - Minutes of the January 18, 2016 Regional Governing Board Meeting
- 33

34 **Kinney moved and Harrington seconded a motion to accept the January 18, 2016**
35 **minutes.**

36
37 Swierad noted that a correction was needed: page 6, line 7 should read Mace instead of
38 Mason.

39
40 **Hand vote was taken with all voting in favor of accepting the January 18th minutes as**
41 **corrected.** Boutin announced the vote was unanimous.

- 42
- 43 - Minutes of the February 29, 2016 Regional Governing Board Annual Meeting
- 44

45 **Johnson moved and MacDonald seconded a motion to accept the Annual Meeting**
46 **minutes.**

47
48 Harrington complimented the board members for their attendance, expressing that he felt it
49 was a sign of respect.

1 **Hand vote was taken with all in attendance voting in favor excepting Kinney, who**
2 **abstained.** The motion carried.

3
4 **Warrants**

- 5 - SWVRTSD Payroll Warrant # 15 1/29/2016 in the amount of \$ 164.38
- 6 - SWVRTSD Payroll Warrant # 1025 1/29/2016 in the amount of \$ 65,738.81
- 7 - SWVRTSD Payroll Warrant # 1026 1/29/2016 in the amount of \$ 71,519.61
- 8
- 9 - SWVRTSD Payroll Warrant # 17 2/23/2016 in the amount of \$ 9,225.29
- 10 - SWVRTSD Payroll Warrant # 1028 2/23/2016 in the amount of \$ 70,323.36
- 11 - SWVRTSD Payroll Warrant # 1029 2/23/2016 in the amount of \$ 71,340.04
- 12
- 13 - SWVRTSD Payroll Warrant # 19 3/21/2016 in the amount of \$ 3,058.33
- 14 - SWVRTSD Payroll Warrant # 1031 3/21/2016 in the amount of \$ 65,503.08
- 15
- 16 - SWVRTSD Vendor Warrant # 1027 1/29/2016 in the amount of \$ 99,186.07
- 17
- 18 - SWVRTSD Vendor Warrant # 1030 2/23/2016 in the amount of \$103,088.08
- 19
- 20 - SWVRTSD Vendor Warrant # 1032 3/21/2016 in the amount of \$ 81,904.42

21
22 **Kinney moved and Harrington seconded a motion to approve Payroll Warrants #15,**
23 **#1025, #1026, #17, #1028, #1029, #19, #1031 and Vendor Warrants #1027, #1030 and**
24 **#1032.**

25
26 **Hand vote was taken with all in attendance voting in favor excepting Haytko, who**
27 **abstained.** The motion carried; there was no discussion.

28
29 **Cash Flow/ Revenue and Expenses**

30 Chairman Boutin noted the items were in the dropbox. There were no comments.

31
32 **Committee Reports**

- 33 • Strategic Planning
- 34 Superintendent Lawler and Chair Boutin both commented on the loss of the
- 35 committee's chair, Gloria Alexander. Outreach will continue to Burr and Burton and
- 36 the Arlington HS along with GNAT. Although Gloria is no longer on the board, she
- 37 has expressed she is available if needed.
- 38

39 There was brief discussion as to bussing and tuition for outlying towns.
40 Superintendent Lawler reported the Center provides bussing, though not required
41 and Mulligan noted tuition is based on six-semester FTE. It is felt that Searsburg
42 Mountain continues to be the hurdle and Boutin commented we are not the only
43 center where students in their region choose instead to go out of state.

- 44
- 45 • Policy
- 46 Johnson reported no meeting was held.
- 47
- 48
- 49

1 **Action Items**

2 ▪ **Resignations**

- 3 ✓ Francoeur March 14, 2016 effective date July 1, 2016
4 ✓ Maloney March 1, 2016 effective immediately

5
6 **Johnson moved and Kinney seconded the motion to accept the two resignations**
7 **before the Board.**

8
9 **Hand vote was taken with all in attendance, excepting Haytko who abstained, voting**
10 **in favor.**

11
12 Chairman Boutin reported the positions have already been posted.

13
14 ▪ **Field Trips**

- | | | | |
|-----------------------------|-------------|---------------|------------------|
| 15 ✓ FBLA | 3/22 → 3/23 | Lake Morey VT | 9 students |
| 16 ✓ SkillsUSA | 4/7 → 4/8 | Burlington VT | 25 students |
| 17 ✓ Human Services | 4/13 → 4/15 | Washington DC | 9 students (max) |
| 18 ✓ DECA | 4/22 → 4/27 | Nashville TN | 5 students |

19
20
21
22
23 **Kinney moved and Macdonald seconded a motion to approve the presented Field**
24 **Trips.**

25
26 Harrington started a brief conversation by asking if in addition to student recognition, were
27 there any financial gains. Lawler noted often participating students receive scholarships and
28 partial funding for further education. However, there is nothing for the school, just
29 recognition. Letourneau commented that in the past the Automotive program has been
30 awarded vehicles.

31
32 **Hand vote was taken with all in attendance voting in favor, excepting Haytko who**
33 **abstained.**

34
35 **Public Comments**

36 Chairman Boutin called for comments; none were brought forth.

37
38 **Director/ Superintendent's Report**

39 Superintendent Lawler:

- 40 – Turned the meeting over to Honsinger, who spoke of Act 77 and the MAU meeting
41 last week, highlights of which included comments from a Westminster VT student
42 enrolled in a compass school who expressed students doing what they love and
43 going on for success. Honsinger likened it to the CDC experience. Meg relayed the
44 experiences a CDC student, who took an intro class her freshman year, particularly
45 the soft skills she has developed.

46
47 Honsinger spoke more on Act 77 and personalized learning, noting that 100% of the
48 students have participated at least on the level of a company tour; the students are
49 getting out onto the community and hopefully will stay in the community.

1 Honsinger also spoke of Linda Jackson's (SREB) in-service visit last week. Meg and
 2 Mike spent a half day with her. Their focus was 1) taking a look at students and
 3 distinguishing what they love, 2) the number of college credits they graduate with
 4 and 3) delving into developing safety teams with students on them.

5

6 Honsinger noted that many of the aspects of Act 77 we have always done, we need
 7 to stay connected to the sending schools and continue helping our students.

8

9 – Then turned the meeting over to Huguet, who reported that she had just completed
 10 her state report and that 89% of the LNA students have passed (the state requires
 11 80%). Students can test three times; they will be working on having more students
 12 pass the first time.

13

14 Marie Pierre also reported they are working on the Career Expo, which is scheduled
 15 to be held in the end of April at the firehouse, after Career Week.

16

17 She additionally spoke of an upcoming article in *Techniques* magazine about the
 18 pharmacy tech trend. Marie Pierre noted again the trend of adult education
 19 enrollment dropping, based on the way people now learn.

20

21 Letourneau asked, when a student is enrolled in a course that gives a college credit, who
 22 pays the college portion of that cost? Lawler responded the State of Vermont pays the
 23 tuition, however, the funding mechanism changes yearly.

24

- 25 – Welcomed both the new and returning board members and noted that the Dropbox
 26 documents will also be accessible online at the CDC website.
- 27 – Reported on Pre-Law; we have received the green light from BBA; 13-14 students
 28 have expressed an interest in a class beginning in the fall. Lawler will be meeting
 29 tomorrow to begin arrange scheduling. Lawler also reported that the Arlington
 30 Superintendent has expressed interest in having Forensics there next year as well as
 31 the possibility of a pre-tech exploratory program the following year. Scheduling is the
 32 biggest hurdle. MAU also has a fair amount of interest in Pre-Law on their campus
 33 next year. Lawler reiterated that every tech center is experiencing declining
 34 enrollment, the hope is that Flexible Pathways will help.
- 35 – Spoke of Linda Jackson's in-service visit and of the creation of a fifth focus team
 36 focused on dual enrollment, flexible pathways and early college.
- 37 – Spoke of the national presentation Marie Pierre gave at the national ACT conference
 38 in the fall and reported her article will be published in an upcoming *Techniques*
 39 edition.
- 40 – Linda Jackson has asked Lawler and Honsinger to go to Louisville in July to speak
 41 on their Work Based Learning reform on a national level.
- 42 – Noted Career Week will be before we meet again, therefore he is giving credit to
 43 Tom Pasternack, who has been trying to reach the whole county. This year we will
 44 be spreading out, resulting in less time but more schools being involved. There will
 45 be a Banner article soon.
- 46 – Gave program updates:
 - 47 ○ DECA is attending the nationals
 - 48 ○ Building Trades continued work on the Lake Paran Project
 - 49 ○ Business Management is offering six possible college credits

- 1 ○ Co-Op has partnered with Kaman for the rest of year on a weekly basis
- 2 ○ WBL is now available to Year One and promising short block students.
- 3 ○ Year One Culinary students are working Americas project; Year Two on
- 4 ServeSafe certification and menus
- 5 ○ Design & Fabrication are working with Kaman and Vermont Timber Frames
- 6 ○ Human Services II are working on theories of childhood and mental health;
- 7 Human Services I on developmental theories and pre-natal development
- 8 ○ Law Enforcement's short block SPIKE class continues talk about law
- 9 enforcement recruitment, LE I is taking about qualities required of law
- 10 enforcement officials, and LE II is working on Supreme Court decisions that
- 11 affect law enforcement
- 12 ○ Medical Professions 1 students are preparing for job shadow experiences,
- 13 MP II is working on medical terminology and A & P with CCV, with
- 14 approximately 50% of the students earning dual credits
- 15 ○ Video is about to enter a national 10 day film festival; Theatre is working on a
- 16 play from the 1970's.

17
18 Kinney asked when the Paran project would be done, with Lawler reported ideally by the
19 end of the school year. There brief comments on the scope of the project and the CDC
20 student's contributions.

21 22 **Chairman's Report**

23 Boutin spoke briefly of

- 24 – The recent joint school board/ select board meeting he headed where MAU's Health
- 25 Department gave a presentation on Health and Sexuality. Jim noted Bennington is
- 26 leading the pack in a negative way. Condom distribution has been tentatively
- 27 approved by MAUHS. There is need for more awareness and education to turn the
- 28 statistics around.
- 29 – A workshop he attended in late January put on by the IDEA fund, a Bennnigton
- 30 group. Jim applied for the grant with the idea of getting money to cover summer
- 31 camp program fee (\$300), in all requesting \$3,000. He was awarded \$1,800; a
- 32 scholarship fund will be set up and hopefully, we can continue this yearly going
- 33 forward.
- 34 – Spoke of legislative hearings, with Bill Botzow (head of Commerce) possibly getting
- 35 a hold of either Lawler or himself to talk about technical centers and the role they can
- 36 play assisting with job training etc upstate.
- 37 – Gave kudos to administration for some of the 'firsts' they have accomplished this
- 38 past citing courses at BBA, Arlington HS, proving we are a regional center. Jim
- 39 noted this is just a start.
- 40 – Committee assignments and suggested consolidation to result in four committees
- 41 1. Education and Strategic Planning
- 42 2. Finance and Facilities
- 43 3. Policy
- 44 4. Executive Board (comprised of the Chair, Vice Chair and Clerk).

45
46 Jim asked that the board members let him know this evening which of the first three
47 they would like to serve on.

1 **Other**

2 Swierad reported VSBA will be holding an informational meeting April 21, 6-8pm at the
3 Manchester Elementary School offering strategies for negotiations. He noted health
4 insurance comprises approximately 22% of a school's budget. There was board discussion,
5 which included Vermont Health Care Connect, group size, union incentive, 'whole' collective
6 bargaining unit, contract committee meetings, CDC representation, and ESP.

7
8 Letourneau asked about filing empty seats with NY students at the local tuition rate. Lawler
9 reported he will be reaching out this month. The possibility of inviting Hoosick Falls students
10 to the summer camp was suggested.

11
12 **Adjournment**

13 **At 8:00pm Kinney moved and Harrington seconded a motion to Adjourn. All in**
14 **attendance were in favor.**

15
16 Respectfully submitted,

17
18 Barb Schlesinger
19 March 29, 2016

20
21 **Dropbox:**

- 22 - Minutes of the January 18, 2016 Regional Governing Board Meeting
- 23 - Minutes of the February 29, 2016 SWVRTSD Annual Floor Meeting
- 24 - SWVRTSD Payroll Warrant # 15 & 1025 & 1026
- 25 - SWVRTSD Payroll Warrant # 17 & 1028 & 1029
- 26 - SWVRTSD Payroll Warrant # 19 & 1031
- 27 - SWVRTSD Vendor Warrant # 1027
- 28 - SWVRTSD Vendor Warrant # 1030
- 29 - SWVRTSD Vendor Warrant # 1030
- 30 - SWVRTSD Vendor Warrant # 1032
- 31 - Revenue & Expenses, Statement of Cash Flow
- 32 - Board Reorganization Materials
- 33 - Superintendent Program Update Report
- 34 - Resignation Letters (2)
- 35 - Field Trips (4)