

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**  
2 **Regional Governing Board Meeting Minutes: April 24, 2017**

3 Assembly Room, Career Development Center

4 Electronically: <http://global.gotomeeting.com/join/888647349>

5 Phone: toll free (US) 1-877-309-2073 or +1-312-757-3129 Access Code 888-647-349

6  
7 Members Present: Rob Bahny; Jessica Gulley-Ward; Rickey Harrington; Art Haytko; Leon  
8 Johnson; Jackie Kelly; Fran Kinney; Ed Letourneau; John MacDonald; Kenneth Swierad

9  
10 Members Absent: Jon Gauthier

11  
12 Staff and Others Present: Superintendent Michael Lawler; Assistant Director Meg  
13 Honsinger; Business Manager Stephanie Mulligan; Office Manager Sandy Redding

14  
15 Videotaping: CAT-TV

16  
17 Recorder: Barb Schlesinger

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18  
19 **Call to Order/ Welcome**

20 Chairman Harrington called the meeting to order at 6:0pm and welcomed all.

21  
22 **Public Comments**

23 Chairman Harrington called for comments; none were brought forth.

24  
25 **Consent Agenda**

26 **Minutes**

- 27 - Minutes of the March 20, 2017 Regional Governing Board Meeting

28  
29 **Kinney moved and Johnson seconded a motion to accept the March 20, 2017**  
30 **minutes.**

31  
32 **Hand vote was taken with all present voting in favor.** Chairman Harrington announced  
33 the vote was unanimous. There was no discussion.

34  
35 **Warrants**

36 **PAYROLL**

- 37 - SWVRTSD Payroll Warrant # 22 & # 1037 3/27/2017 in the amount of \$ 72,119.71  
38  
39 - SWVRTSD Payroll Warrant # 23 & # 1040 4/13/2017 in the amount of \$ 85,446.31

40  
41 **Kinney moved and Johnson seconded a motion to approve Payroll Warrants #22,**  
42 **#1037, #23 and # 1040.**

43  
44 **Hand vote was taken with all present voting in favor.** Harrington Chairman announced  
45 the vote was unanimous. There was no discussion.

46  
47 **VENDOR**

- 48 - SWVRTSD Vendor Warrant # 1038 3/30/2017 in the amount of \$ 27,465.80

1 - SWVRTSD Vendor Warrant # 1039 3/30/2017 in the amount of \$ 6,056.00

2  
3 - SWVRTSD Vendor Warrant # 1041 4/24/2017 in the amount of \$ 96,428.07

4  
5 **Kinney moved and Gulley-Ward seconded a motion to approve Vendor Warrants**  
6 **#1038, #1039 and #1041.**

7  
8 **Hand vote was taken with all present voting in favor.** Harrington Chairman announced  
9 the vote was unanimous. There was no discussion.

10  
11 **Cash Flow/ Revenue and Expenses**

12 Chairman Harrington noted the items were in the dropbox. There were no comments.

13  
14 **Committee Reports**

15 **Joint Education/ Facilities and Finance (April 13, 2017)**

16 Chairman Letourneau spoke of the State adult ed/ director requirements and reported  
17 the current work division, put into place when the previous assistant director left, has  
18 been working but there are not enough hours. Letourneau reported Superintendent  
19 Lawler suggests continuing as we are right now until there is more time to fully evaluate  
20 the direction of the program. The Vermont Department of Labor representative suggests  
21 forming a committee of manufacturing community members to assess their needs.

22  
23 Superintendent Lawler reported he has spoken with Melanie Letourneau and intends to  
24 put the focus on what we do really well. He noted 'learning' has changed and we need  
25 to market adult ed differently. He suggests we pause Adult Ed for another year, run the  
26 CDL class that has been in the pipeline and shrink to one-half the offerings, with those to  
27 be solid or custom courses. He also spoke of doing more to market Ed2Go.

28  
29 Gulley-Ward suggested a new sub-committee be formed to work on the restructuring  
30 work needed.

31  
32 **Policy**

33 Leon Johnson will continue in the position of chairman. Johnson spoke briefly of the  
34 logistics of the flow of policy, noting with policies come administrative regs. Both of these  
35 are put together online.

36  
37 The Policy committee will hold their meetings every third Monday at 5:00pm.

38  
39 There was brief discussion as to how the Center's policies correlate with SVSU's. It was  
40 noted that Johnson chairs both committees as well as Bruce Lee-Clark advising for both.

41  
42 **Action Items**

43  
44 **▪ Resignations**

45 - Cheryl Blair, Student & Data Services Clerk will be leaving June 23, 2017 after  
46 ten-plus years at the Center. Superintendent Lawler wished her well and noted she  
47 has been a great support. Lawler noted the position will be posted at a future date.

48  
49 - Thomas Pasternack, Guidance Coordinator for the past two years, has also

1 submitted a letter of resignation and will be leaving to pursue other ventures  
2 (effective June 30, 2017). Superintendent Lawler noted this position will also be  
3 posted.  
4

5 **Kinney moved and Johnson seconded a motion to accept the two resignations.**

6  
7 **Hand vote was taken with all present voting in favor.** Harrington Chairman announced  
8 the vote was unanimous. There was no discussion.  
9

10 **▪ Field Trips**

11 ✓ Human Services 5/15 → 5/16 Boston MA 10 students  
12

13 **Kinney moved and Johnson seconded a motion to approve the Human Services field**  
14 **trip.**

15  
16 **Hand vote was taken with all present voting in favor.** Harrington Chairman announced  
17 the vote was unanimous.  
18

19 Swierad requested the instructors and students be made aware of how proud we are of how  
20 they are doing.  
21

22 **▪ SWVEA ESP Article 2.1(d) Reduction in office position**

23 Superintendent Lawler noted with the anticipated pause in the Adult Education program, the  
24 assistant position will no longer be needed going forward. Although there is no specific  
25 article addressing this reduction, the para contract requires board approval.  
26

27 **▪ Kinney moved and Johnson seconded a motion to approve the proposed**  
28 **reduction.**  
29

30 Discussion opened with comments regarding how needed this position was when it was  
31 filled, and the possible need for the position again in the future. Also discussed was if the  
32 skill sets needed for the Student and Data Service Clerk position were comparable.  
33

34 Further discussion on the direction of Adult Ed followed with examples of possible classes  
35 floated and a feel that area businesses will be instrumental in shaping our future offerings  
36 based on their needs. Ed2Go will become more important along with a focus shift to higher  
37 quality business/ trade offerings as opposed to enrichment classes. The Center will look to  
38 focus on what it does best rather than compete with other local educators.  
39

40 **Hand vote was taken with all present voting in favor.** Harrington Chairman announced  
41 the vote was unanimous.  
42

43 **Superintendent's Report**

44 Superintendent Lawler:

- 45 • Noted the meeting tonight is considered an 'off' meeting and is not being broadcast  
46 live.
- 47 • Reported the shell of the Habitat house has been erected and the project is moving  
48 along.
- 49 • Announced the recent SkillsUSA medal winners (13 in total). Those winning Gold will

- 1 be traveling to the Nationals being held in Louisville KY in the end of June.
- 2 • Noted that after their regional win in New Rochelle, Culinary will be traveling to
  - 3 Charleston SC this Wednesday to compete in the National ProStart Competition.
  - 4 • Suggested that for the latest information on the doings at the Center, people go to
  - 5 the Center's Facebook page and added we are 'doing great things here'.
  - 6 • Reported eleven potential students from Hoosick Falls came and interviewed. He
  - 7 noted the budget timeline is different in NY with them voting in May to approve.
  - 8 Attendance is contingent upon budget approval but all looks good to go.
  - 9 • Explained in more depth SkillsUSA and the other similar student clubs (DECA, FBLA
  - 10 and Games of Logging). He likened these clubs and their competitions as our sport
  - 11 teams.

12

13 **Chairman's Report**

14 None this evening.

15

16 **Other**

17 Swierad, noting he missed the Reorganization meeting, asked the board to reconsider the

18 change of meeting time to 6:00pm explaining he has a time conflict.

19

20 Chairman Harrington noted that after extensive conversation, the board voted to change the

21 meeting time, not to create hardships but to take into consideration the length of the

22 administration workday.

23

24 Swierad voiced that majority rules and moved on to mention a sign he saw locally seeking

25 carpenters. He was wondering if students could get released if hired.

26

27 Discussion followed with work based learning being brought up, the importance of the

28 student's education, employers holding jobs, and if these types of opportunities being

29 applicable to students, many under the age of 18. Consensus was this would be a topic for

30 the Education committee.

31

32 **Executive Session**

33

34 **At 6:45pm, Kinney moved and Johnson seconded a motion to enter Executive**

35 **Session.**

36

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

38

39 Chairman Harrington voiced that action was anticipated when the board exits Executive

40 Session this evening.

41

42 **At 8:02pm, Letourneau moved and Kinney seconded a motion to exit Executive**

43 **Session.**

44

45 **Hand vote was with all present voting in favor.**

46

47 **Johnson moved and Gulley-Ward seconded a motion to extend the Superintendent's**

48 **contract for three years and to forward the contract to counsel for legal review/**

49 **language.**

1 **Hand vote was with all present voting in favor.** Harrington Chairman announced the vote  
2 was unanimous.

3  
4 **Adjournment**

5 **At 8:03pm Kinney moved and Gulley-Ward seconded a motion to adjourn. All in**  
6 **attendance were in favor.**

7  
8 Respectfully submitted,

9  
10 Barb Schlesinger

11 April 30, 2017

12  
13 **Dropbox:**

- 14 - Agenda for the April 24, 2017 Meeting
  - 15 - Minutes of the March 20, 2017 Regional Governing Board Reorganization Meeting
  - 16 - Minutes of the April 13, 2017 Education/ Facilities & Finance Joint Committee  
17 Meeting
  - 18 - SWVRTSD Payroll Warrant # 22 & 1037
  - 19 - SWVRTSD Payroll Warrant # 23 & 1040
  - 20 - SWVRTSD Vendor Warrant # 1038
  - 21 - SWVRTSD Vendor Warrant # 1039
  - 22 - SWVRTSD Vendor Warrant # 1041
  - 23 - Revenue & Expenses, Statement of Cash Flow
  - 24 - Article 2.1(d)
  - 25 - Letters of Resignation (2)
  - 26 - Field Trip (1)
- 27