

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **Strategic Planning Committee Meeting, Monday, October 19, 2015, 5:30 PM**

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4 Attending: RGB members – Gloria Alexander, Heidi Pickering, Jessica Gulley-Ward and Jim
5 Boutin
6 CDC represented by Michael Lawler, Superintendent/Director, Marie Pierre Huguet,
7 Assistant Director for Adult Education and Meg Honsinger, Assistant Director
8 Recorder: Sandra Redding
9

10 Gloria asked for approval of the minutes from August, 2015. Approval was unanimous. She
11 then invited Supt. Lawler to give the committee some updates.
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13 He began with the community luncheon that was held in August at MACC. He had
14 previously given a report to the full board, but was happy to share the information with this
15 committee. About 37 people from the community were invited to this round table facilitated
16 discussion. About 30 responded and shared lunch and discussion with faculty and staff.
17 This was a structured event with pre-determined questions. Our SREB consultant, Linda
18 Jackson was very involved in setting up this successful event. A great deal of feedback was
19 received, not all of it positive. However, it was an eye opener for us in terms of how the
20 community experiences our students and what areas need improvement as well as noting
21 all the things we are doing right. This feedback came from a wide selection of community
22 leaders and businesses, large and small. There was good conversation, some great insight
23 and forward thinking expressed. We compiled a report using the feedback from this event to
24 help us move ahead as we try to do the best job possible for our students and help them
25 fully prepare for the their working and professional lives. Some of our faculty/staff felt the
26 report was not a true representation for the CDC, however, there is always room for
27 improvement.

28 It is interesting to see what people in the community perceive our role to be, who and what
29 we are and what our goals are. We need to know their impressions of us so we can adjust
30 accordingly our courses and goals. This informational report was given to the faculty as well
31 and they decided on four topics of focus for the coming year. Focus teams were created:
32 Student Recognition, Professional Development, Safety and Work Based Learning. Our
33 faculty chose which team they would like to work on and there has been great enthusiasm
34 as these teams have been developed and expanded. Linda Jackson will be available to us
35 as we work in these specific areas. Mike was asked if this community event will become an
36 annual event. He was not sure how this would progress, but expects some form to continue
37 this process.
38

39 Discussion ensued concerning Act 46 and how it affects us and other schools. We are
40 exempt from a lot of this, but it does indirectly affect us. Mike's budget goal is to keep our
41 tuition as close to what is now as possible. There will be a great deal of belt tightening
42 throughout the education system. Mike shared his one year plan for Recruitment and
43 Retention and Work Based Learning. There are strategies, actions, responsibility, timeline
44 and evidence of effectiveness categories. These are one year plans at this point.
45 Discussion followed concerning the differences between work study, community service and
46 work based learning. There is a lot of input and work to be done to fully realize our goals.
47

48 Jessica Gulley-Ward had a few questions:

- 49 • *How difficult is it for faculty/staff to change from Co-op to a work based learning*
50 *module?* Not difficult at all, replied Mike Lawler. Faculty/staff have embraced to the
51 name change as well as the adjustment to newer standards.

- 1 • *How does the current WBL instructor feel about the change?* Very receptive and
2 demonstrating great enthusiasm and cooperation in the adjustment. She is happy to
3 see people involved.
- 4 • *When and should the RGB consider re-instating the Marketing position?* Some felt it
5 would be of some value to bring the position back and others thought the position
6 was really not needed as we have assigned the included tasks to administration to
7 handle. It was shared that with budgets becoming very tight, that this would not be a
8 good time to consider this addition. Cost was very high and we are looking at
9 possible decreases in positions in the coming years. The goal this year is to keep a
10 level funded budget which will be quite difficult and require our faculty to be very
11 thoughtful in their budget requests.

12
13 Mike shared with the committee the very nice thank you letter from BBA concerning our
14 guidance coordinator, Tom Pasternack. He took several students to that school as part
15 of a presentation and our group was well received. Tom is doing a great job, catching
16 on quite well and charging ahead with CDC recruitment plans. Also, a thank you letter
17 was received from a Delta Kappa Gamma group that had a meeting and tour of our
18 school. Law Enforcement students as well as Mike and Tom Pasternack acted as tour
19 guides and did a super job of impressing this group. We are reaching out to the
20 community in many ways and creating great connections!

21
22 Gloria mentioned she had several ideas for work based learning experiences in the
23 Northshire: Second Chance Animal Shelter, SV Arts Center, Manchester Library, Martha
24 Canfield Library Manchester Chamber of Commerce and GNAT. Mike assured her he
25 would pass those names along to Wendy Klein.

26
27 The committee decided to meet in November right before the full board meeting,
28 Monday, November, 16 at 5:30 PM.

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30 Meeting adjourned at 6:25 PM.