

# **Annual Report – FY 2013 Budget Request – FY 2015**



**Southwest Vermont Career Development Center**

321 Park Street, Bennington, Vermont 05201

[www.svcdc.org](http://www.svcdc.org)

**Southwest Vermont Regional Technical School District**

## Table of Contents

<b>Letter from Board Chair .....</b>	<b>2</b>
<b>Program Highlights.....</b>	<b>4</b>
<b>Revenue Summary .....</b>	<b>18</b>
<b>Expense Summary.....</b>	<b>19</b>
<b>Tuition Calculation .....</b>	<b>21</b>
<b>Annual Report from Treasurer .....</b>	<b>22</b>
<b>Floor Meeting Minutes - March 4, 2013.....</b>	<b>23</b>
<b>Vote Results - March 5, 2013 .....</b>	<b>24</b>
<b>Board Members .....</b>	<b>25</b>
<b>Warning .....</b>	<b>26</b>
<b>Notice to Voters with Respect to Checklist.....</b>	<b>28</b>

Citizens of the Southwest Vermont Regional Technical School District.

Last year I concluded my message in the annual report by stating that our center of gravity at the CDC remains our students and their incredible talents and individual desire to learn and succeed. That was recently demonstrated at the First Annual Open House and Community Night held this past January 30 at the Technical Center. While attending that evening I had the privilege of visiting a number of program offerings. I watched a young lady demonstrate lifting finger prints off a glass as she discussed her desire to pursue further study in Forensic science. I spoke with two students who said they definitely were going to pursue a career in law enforcement. Students in the Cosmetology class explained how completion of the two year program qualifies them to sit for the state required exam necessary to work as a licensed Cosmetologist. A young gentleman in Auto Tech demonstrated a front end alignment on a car. A Manufacturing adult student showed us a computer aided Plasma precision metal cutting operation and spoke of why he was returning to the center to improve his skills and better qualify for a job at a local manufacturing facility. I spoke with a young girl in the Forestry program who said if it wasn't for this class she would not be at school at all. I've heard that said many times about career and technical programs for high school students. I know many members of the Bennington County community who are grateful for skills and opportunities they acquired at the CDC.

Check out further developments on Facebook: Southwest Vermont Career Development Center.

Career and Technical education comes at a cost higher than normal academic education. The cost of equipment, supplies and transportation associated are the reasons. However, I can assure you every attempt has been made by the finance committee of the board and administration to keep the cost presented in this budget as reasonable to taxpayers as possible. Work has been undertaken with fiscal responsibility in mind to address and produce a minimum class size policy. I have recently pledged to Tim Holbrook and the Mt. Anthony finance committee that we will work as closely as possible with them to keep tuition cost at a minimum. We welcome further advice such as received from Town Manager Stu Hurd in our co-meetings on a means of financing a large piece of equipment.

Bennington's director of economic development, Michael Harrington recently reported that the local unemployment rate has lowered to a manageable level. He further notes that now is the time to increase educational and training opportunities to make sure our workforce is qualified for open positions. The Southwest Vermont Technical School District is committed to curriculum and training enhancements that support local workforce development. We extend a sincere thanks to our faculty, staff and all in the community who serve on our advisory boards as well as those who enhance our adult educational opportunities. We look forward to continued opportunities to improve communication and cooperation within the community and ask for your support of our budget at the poles in March.

James J. Boutin  
Chair: Southwest Vermont Regional Technical School District

## **The CDC Philosophy**

### ***Southwest Vermont Regional Technical School District Board Members***

#### **Chair**

James Boutin

#### **Vice Chair**

Rickey Harrington

#### **Secretary/Clerk**

Kevin Goodhue

#### **Board Members**

Gloria Alexander

Katie Bourn

Jessica Gulley-Ward

Leon Johnson

Jackie Kelly

Francis Kinney

Edward Letourneau

Heidi Pickering

We believe that:

- Every individual has a need for and a right to career education.
- Each student has unique talents, interests and needs.
- Learning must be active and experimental, project-based and an integration of academic with technical skills.
- The curriculum must be flexible and must encourage each person to develop to his or her fullest capacity, and prepare each student for his or her future.
- We are partners with the home and community in developing informed, responsible and participating members of society.
- Education includes the development of cultural, social, moral and ethical standards.
- Our instructional role is to facilitate exploration of career areas, development of skills useful in life and careers, self-directedness and reflection on experiences.
- The school atmosphere must be safe, positive and respectful.
- Continuous evaluation of programs and performance is a means of providing the highest quality education.

## **CDC Goals**

- To maximize a process of systems, program, curriculum, and technology review that includes students, parents, faculty, administrators, community members and advisory boards.
- To help learners work as a team, complete skill and safety competencies and take charge of their continuing learning.
- To promote teaching that recognizes differences in learning styles and uses a wide variety of methods.
- To encourage community interaction through events, activities and school and community groups (e.g., advisory boards, community school projects, etc.).
- To provide the highest quality vocational-technical training.
- To integrate academic skills with vocational-technical instruction to enable students to attain career and educational objectives and goals.
- To offer workplace based experience (co-op, student apprenticeships, internships, job shadowing, etc.) that assists in all phases of career development.

## Co-Op



*Students work with businesses throughout the Community*

Co-op is a collaborative program that is designed to facilitate and support student placement in work-based learning experiences with area employers (i.e., co-op internships) that typically align with the students' CDC technical program of study, and match their expressed career interests and specified learning objectives. Students can participate in a co-op during the school day as an elective class or through their technical program, as well as after school or on week-ends. Types of co-op work experiences include job shadows, unpaid career work experiences, paid career technical experiences, and

formal apprenticeships. Through a combination of classroom and work-based learning activities, each Co-op is designed to help students:

- ❑ Practice skills acquired in CDC technical programs in a local job setting while further exploring careers of interest;
- ❑ Chart appropriate career plans, including post-secondary training and formal educational prerequisites for career entry;
- ❑ Strengthen academic and technical skills relevant to their technical program and field of interest;
- ❑ Develop critical 21<sup>st</sup> Century workplace skills required across all industries and occupations; and
- ❑ Gain exposure to the standards, practices, policies, and culture of work.

CDC technical program students continue to gain hands-on experience in a broad range of careers through the Co-op Program. This year, CDC students completed co-op experiences in the following career areas: Accounting, Automotive, CNC Machining, Computer Technology, Concrete Construction, Cosmetology, Emergency Medical Technology, Engineering, Dental Hygiene, Early Childhood Education, Elementary Education, Forestry, Graphic Design/Production, Law/Clerical Support, Law Enforcement, Nursing, Optical Technology, Pharmacy, Physical Therapy, Plumbing, Residential Construction, Small Engine Repair, Speech and Language Pathology, Veterinary Technology, and Waste Management.

## Accounting and Finance



***Students work in our onsite Credit Union***

This year the program continues to partner with the Heritage Family Credit Union in the operation of a branch on campus. This will enhance the student's knowledge of banking and personal finance. Students are given the opportunity to practice customer service by working with live transactions and real customers.

Students are active in the student run organization FBLA (Future Business Leaders of America). Students participate in leadership conferences and will compete at a statewide leadership conference in March and participate in a national leadership conference in June. Students will have the

opportunity to participate in the Volunteer Income Tax Assistance Program sponsored by BROCC. These students will be preparing tax returns for elderly and low income taxpayers. Students are trained in preparing Federal and Vermont Income Tax Returns and need to pass a test given by the IRS. Students will work with taxpayers at the local BROCC office. Students also have the opportunity to earn three college credits in accounting through a dual enrollment program offered through the Vermont State College system locally with the Community College of Vermont.

## Cosmetology



Cosmetology 1 has been focusing on introductions to many aspects of this industry. Although everyone's interest is to jump right in cutting hair and exploring their creative side, individuals in this profession must seriously practice safety and sanitation procedures- by law, for clients, as well as for themselves. Often, Cos 1 students will observe Cos II students, enabling them to be involved with more difficult tasks being practiced.

***Cosmetology at the CDC promoted 9 students into its second year advanced class and welcomed another 13 students into the first year. Our program is in its seventh year, and proudly continuing to grow strong!***

Cosmetology I students have also been working on all aspects of nail enhancements and design. Recently, they had an opportunity to work hands-on with an OPI Education Representative on sculptured nails.

An exciting highlight of "Studio 152," the Cosmetology program's multi-service salon, is our success with a full line of Paul Mitchell Products. Paul Mitchell offers an extensive amount of "free" education to students, and both Cosmetology I & II classes had the opportunity to

work with a representative on color exploration and product knowledge. This is a great asset to our program, giving our students the invaluable opportunity to work hands-on with trained professionals in the beauty industry, as well as the advantage of learning the latest techniques.

Cosmetology students have been fundraising for their annual trip to New York City to attend the “International Beauty Show” in the spring. This year will be our 7th year to this exciting and prominent event. Throughout the fall, the entire cosmetology program rallied together and raised money for this event, working diligently selling Mixed Bag products, baking for sales, and offering super deals at their salon, “Studio 152”.

Cosmetology II students have been enthusiastically mocking state board examinations to prepare them for Vermont licensure. Students will have completed 1500 hours of training by the end of spring 2014, allowing them to apply to take their test. Recently, four students of the program have successfully passed the state board exam in Burlington!

Cos II students have also been traveling out into the community visiting local organizations such as Bennington Project Independence and the Bennington Senior Center, offering services such as manicures to the elderly.

In addition, “Studio 152” has opened its doors to the middle school’s Mosaic program for its 3rd year. This program has proven to be a successful opportunity to help young children with self-confidence and self-esteem through a positive experience!

## **Artificial Intelligence**



***Ben Bushee works an LED sequencer board***

Students have completed a number of projects over the year. Students completed working on projects that include rebuilding a light show synchronizing itself to music, a number of robotics projects and altimeters and g-force sensors for a rocketry project. First year students have completed working with BASIC Stamp microprocessors and have moved onto reading schematics and making their own printed circuit boards. The seniors are working with Arduinos on a variety of projects ranging from LED cubes to a robotic lawn mower. Students are offered the opportunity to earn college credit for a digital electronics course as part of Project Lead The Way. This is taught in the second semester and students from the Engineering Program are also able to join the class for this course.

## **Automotive Technology**



*Students repair vehicles in our onsite Automotive Lab*

spring. Students in the Auto II class will also take part in the Ford/AAA competition in February with hopes of securing a spot in the hands on competition that will take place in later May.

The Career Development Center Automotive students have been busy working on their industry certifications this semester. All students have been trained and taken exams on the SP2 Auto Industry Safety program in mechanical and pollution prevention. They have also completed and tested out in the Automotive Oil Change Association curriculum and the Tire Industry Association on tires and tire service. They are currently working on steering and suspension and will be training on the Vermont State Inspection program in

the near future. All students will be working to complete the Vermont State General Service Technicians Scenario Assessment program and hope to be certified by early

## **Building Trades**



*Photograph from River Valley Technical Center, Panelized Units*

strong base of experience to start a career in the construction field. This is an exciting new approach to this program and we are looking forward to our first project.

The Building Trades program will be making some changes to the program this year by building a modular home inside their shop. This type of building is being done by many other Building Trades programs throughout the state. In the past, houses were built on-site, but now we are trying a new approach by building the house right here in our shop in a controlled environment. We are able to keep all of the materials used for the construction dry and safe from the elements found outside and also save travel time to and from the site. We will be putting these homes up for bid to the public. The students will continue to be exposed to all facets of the building trades and complete the course with a

## **Business Management**

The program continues to work with local business partners and build relationships throughout the community. In the last year, students have worked on projects with Whitman's Feed Store, Greenberg's, the Bennington Tennis Center, and the Albany Devils.

## **Communication Technologies**



Our Dual Enrollment program with CCV is going strong. By providing multiple entry opportunities throughout the two year span of the program, we are able to let the most academically qualified students begin earning college credits as early as their first semester, while students who need to improve their academic skills are given time and opportunity to improve towards college readiness. The program offers an embedded, transcribed English course, which ensures that students are given instruction that supports their developing skills in reading and writing.

### ***Students use dye sublimation equipment***

A cooperative project with a group of eighth grade students has Communication Technology students doing design, layout and production for a monthly literary magazine, the PawPrint. This opportunity extends students' opportunity to work with typography, grid systems and art reproduction.

A statewide assessment of students in CTE Visual Arts Programs will be in place this year. Our instructor, Barbara Gorbaty, has served on the development committee for this statewide program. Efforts are currently underway to extend the exam from an online test to include a student portfolio. This will allow students to demonstrate a wider range of competency and support their development of a portfolio for job seeking and college admissions purposes. Portfolios have long been a staple of the communication Technologies program; it is a great step forward to see their importance within the industry recognized by the state.

Student participation in SkillsUSA, a career and technical student organization, is going strong. All current students are members of this national organization, and students are gearing up for statewide competitions scheduled for April. Last June, one Communication Technology student presented work at the national level after winning the statewide top prize in promotional bulletin board display. We hope to be represented at the national level again this year.

## Computer Technology and Networking Academy



Students in this program are preparing for the CompTIA A+ network certification exam. Most students have completed the A+ course by the end of the first semester and are moving on to the CCNA (Cisco Certified Networking Associate) certification course.

On average students have repaired two computers a week for students, friends, family and faculty. This has ranged from removing viruses to replacing the damaged screen of a laptop.

*JT works rebuilding a computer*

## Design and Fabrication Technology



*Students create CAD designs on computers*

First year students are becoming more familiar drawing and using Computer Aided Design (CAD) software. Students fabricated some basic products like: a meat tenderizer, a custom designed clock, engraved on marble, dinner nameplates for Thanksgiving, custom ink pens and candlestick holders.

Second year students are involved in an assessment process that explores aspects of engineering and fabricating a product. Throughout the process students are being evaluated by engineers and business leaders in our community. Second year students' product designs are becoming much more complex and consider marketing issues, and the costs of materials, personnel and accounting procedures. These considerations are included in their design decisions. Students are starting to produce products from blueprints and written specifications of their own design utilizing Computer Numerical controlled (CNC) equipment and directly connected computer to laser and plasma cutters. Some of the products that students are designing or reengineering include: Garden Guard-Garden Protection System, lighted scene shadow box, incense holder, custom pens and pen holder, luma cube an LED cube, custom belt buckles. Students during the design process are becoming more understanding of product liability and safety and appreciate the necessity of following precise procedural sequences and detailed documentation. The whole idea of the assessment process is to introduce them to what it would be like to start one's own business or to work in the industrial field as an engineer or other related fields.

Students finished a prescription return box for the Bennington Police Department.

They are excited about the Southshire Challenge and working with K & E Plastics. The students challenge is to do CNC programming and machining product from industrial blueprints that K & E will provide.

## Engineering and Design



### *Students design and automate equipment prototypes*

Engineering and Design students continue to learn valuable lessons on how to solve problems in order to make a difference in our world. This program aims to strike a balance between engineering theory through class lessons and engineering application through design projects. Emphasis is placed on problem-solving, teamwork and workplace skills.

The Engineering and Design program continues to offer students the opportunity to earn college credit through Project Lead the Way ([www.pltw.org](http://www.pltw.org)).

Three-dimensional Computer Aided Design (3DCAD) continues to be a popular introductory course to the Engineering Program. This course introduces students to three dimensional (3D) computer aided design (CAD) software that is used to virtually model and assemble a wide variety of items.

## Forestry and Heavy Equipment



### *Students learn how to survey*

The Forestry & Heavy Equipment class has been busy through-out Bennington County with great hands-on student projects. A number of projects are projects have been underway in Pownal already this school year. Topsoil and gravel have been stripped off the highway garage's winter-sand mining area allowing the employees to more easily screen this year's winter road sand. Also in Pownal, the class helped the select board with a hazard tree evaluation and overall tree management plan to allow future tree preservation and removals on town owned property and roadways. These real life projects not only benefited students with site planning and equipment

operation, but also benefited the community.

Other community projects completed by the class include planting Christmas trees for the Pownal Fire Department, clearing of brush and trees at the Middle School for an outdoor recreation area, green-up of the sucker pond area, surveying work for the trout restoration project on the Battenkill river and continued timber stand improvement for the town of Bennington municipal forest, the Y woods.

Currently both classes are working on a 2 acre Apple tree release through the Wildlife Habitat Improvement Program (WHIP). The grant was awarded to the New England Tropical

Conservatory and the class was selected to do the work. Students utilize chainsaw safety techniques along with silviculture treatment to select and remove crowding trees. The trees left in the treated area will produce e fruit and nuts for area wildlife.

All students just finished completing the OSHA 10 hour construction safety program, mine safety training along with CPR & first aid. Soon the Forestry II students will be completing chainsaw safety certification and then working toward their commercial driver's license.

## Human Services



***Human Services Program first-year students visit Western New England College in Springfield, Massachusetts***

Human Services 1st year students learned about various foundation topics for the field of Human Services – workplace safety, ethics, child & elder abuse, career exploration, employability skills (résumés, interviewing and job search). The main curriculum content focused on Human Lifespan Development. They also learned about substance abuse, mental illness, the importance of play, child discipline, and the family unit. These students also learned about the college process and had a variety of

college campus tours in the Springfield, MA and Mystic, CT areas. While in Connecticut, they met with the mayor of Stonington, CT and toured the Department of Human Services, learning about how services were provided in the

area. Additionally, they toured the Sea School at the Mystic Aquarium, a preschool program in the aquarium, and learned about their unique program and curriculum. Another new experience for Human Services program was forming an intensive mentoring relationship with children with behavioral and emotional disturbances attending SVSU's alternative program. Spending an afternoon every other week with the children, students learned a great deal about special needs and about providing education. On alternative weeks, they also worked with preschoolers from our own on-site lab, Growing Upright at the CDC, working with the pre-kindergarteners. Students were responsible for planning and carrying out activities to assist in their readiness for kindergarten, including social and literacy skills. Eligible first year students completed 3 college credits in Human Development embedded in the program through a dual enrollment agreement with the Community College of Vermont (CCV).

Second year Human Services students learned about child development and have had extensive experience working with children. Units include those in child nutrition, health issues, special needs, and developing curriculum. They also continued learning about important concepts in the field of Human Services, including child abuse, career exploration, and employability skills. Students experienced various early childhood settings through Co-Op Placements at a home day care, a preschool, and infant & toddler center, and our on-site lab, Growing Upright at the CDC. Students also earned certification in CPR. These seniors also partook in the phenomenal field trip to Connecticut, as well as planning and carrying out special activities (such as for Read Across America Day) with the children in the alternative

program. Eligible second year students earned 3 college credits in Infant & Toddler Development embedded in the program through a dual enrollment agreement with the Community College of Vermont (CCV). With all seniors planning on attending college, college acceptances included College of St. Rose, Keene State College, Clinton Community College, Western New England University, Finger Lake Community College, Castleton State College, New England College, Hudson Valley Community College, Plymouth State College, University of Farmingham – Maine, UNC Greensboro, Lyndon State College, Johnson State College, Southern New Hampshire University, Worcester State University, CCV, Herkimer Community College, MCLA. Students are interested in pursuing careers in Education, Early Childhood Education, Speech & Language Pathology, Social Work, Psychology, Criminology, Human Services, and Special Education.

## Marketing



*Students use real accounting practices in our on-site Campus Store*

The Marketing Education Program continues to operate the Campus Store as a lab where students have the opportunity to practice their marketing and business skills on a daily basis. The Program focuses on customer service, pricing, merchandising, advertising, ordering and receiving, inventory control and accounting for the daily financial activity of the store. This year the Campus store has achieved Gold Recognition and is ranked by National DECA as one of the top school stores in the U.S. This is based on meeting or exceeding ten different national performance indicators. The store funds much of the DECA (Distributive Education Clubs of America) student activities including regional, state and national conferences.

## Medical Professions



*Students participate in mock scenarios with local volunteers*

Medical Professions students have had a very busy first semester. Medical Professions II students are taking part in a special dual-enrollment program between the CDC and the Community College of Vermont. The students are enjoying the challenge of learning college-level medical terminology and human biology. A total of nine students are enrolled in the college classes; seven students are taking one 3-credit class and an additional two students are taking two 3-credit courses.

The first semester Medical Professions I curriculum encompasses the foundational backbone for the entire two-year program. Students have learned about health careers and their requirements, health care systems, medical terminology, medical ethics, and the history of medical care. Next semester they are looking

forward to learning more about medical/ethical issues, infection control, and human growth and development. They are also learning various hands-on skills such as vital signs, airway management, and venipuncture.

Both groups of students are benefitting from job shadowing local medical professionals. Between the academic skills and hands-on skills learned both in the classroom and their clinical experiences, students have a much better understanding of what it takes to work in the medical field. More importantly, they are discovering if a health-related career is a good choice for them.

### **Pre-Law**



*Pre-law students visit  
Washington D.C*

The Pre-Law Program travelled to Washington, D.C. in the early spring (in time for a snow event) in order to observe firsthand how the Federal Government works. They had an opportunity to see the city and to watch a Senate Filibuster in action. Students prepared for their final trial that was judged by a local attorney, and former program student.

In conjunction with the Alliance for Community Transformations, students drafted a Youth Appreciation Resolution that was adopted by both the Vermont House of Representatives as well as the Bennington Select Board.

During the fall, students in the Pre-Law Program studied Constitutional Criminal Procedure, including, but not limited to Fourth Amendment Search and Seizure, Rights to representation by an Attorney, the Miranda guarantees, and the rights to a public and speedy trial. Students prepared for their own oral arguments around a Terry Stop and Frisk, as well as a criminal trial involving the possible arson of a mountain top ski lodge; preparing evidence and witnesses and learning how the criminal law process really functions. Students had opportunities to visit the local Bennington Superior Court, Criminal Division as well as the Marble Valley Correctional Facility to round out their experiential learning.



VTVLC serves as a virtual school by connecting students with teachers employed at Vermont schools, including the CDC, who facilitate online, formal education programs. Using award winning curriculum from a variety of providers, VTVLC students have control over elements of time, path, and place while using technology to connect with their teachers for more flexibility and successful learning. Students at the CDC are eligible to enroll in VTVLC courses, and students around the state of Vermont enroll in a Civics course,

“Know Your Rights”, taught by a CDC faculty member. More information can be found at [www.svcdc.org](http://www.svcdc.org) or [www.vtvlc.org](http://www.vtvlc.org).

## Theater Arts



*Students perform several plays, like Little Shop of Horrors, each year*

Last spring the Theatre Arts class had a successful run of “Jack the Ripper: Monster of White Chapel”.

## Video Production



*Students create and edit videos using state of the art equipment*

Video Production I is currently working on documentaries.

Video Production II is writing scripts and developing their spring project. We are also creating CDC commercials.

This year we are collaborating with Digital Wish which has as its goal to connect teachers with digital technology. At their website they match donors with teachers and schools. They have partnered with Flip Video to offer a two for the price of one on video cameras for teachers. Video students are creating commercials for this special offer with mentor Digital Wish, and former Video Production student, Josh Fritz as an intern to edit their footage.

## Law Enforcement



*Law Enforcement students hold one of their classes at night*

Law Enforcement I students have had a very busy and academically challenging first semester. We have completed units in crime scene investigation, fingerprinting, DUI and drugged driving, control/restraint, motor vehicle law and patrol procedures. Students attended an optional night class that allowed them to practice learned skills and experience the challenges and unexpected nuisances of nighttime law enforcement, as well as grasp a better understanding of the importance of officer safety. Students are learning how to become better team players, developing necessary soft-skills and gaining a better appreciation for the field of criminal justice.



## ADULT & CONTINUING EDUCATION

For the past twenty years, our Adult and Continuing Education (ACE) program has been committed to providing Southwest Vermont with classes and workshops that support varied professional and personal learning goals, needs, and objectives. Our top-quality strands are aligned to industry, occupational, and recreational trends. This past year has seen ACE continue to grow through a wide variety of state, school, and community initiatives.

Our instructors are industry experts, corporate instructors, small business owners, and educational specialists who help our students achieve personal or professional objectives. Some of our new instructors this year include small business owners Jene Metcalfe (Bennington Bags) and CIA-trained Chef Marin Iwashko (Food for the Mood), as well as industry experts Jacquie Goodell (Abacus), Adam Cannistraci (Mack Molding) and John Kimball (Kaman).



**COMPOSITES** – The Composites Training Program, originally funded by state and federal grants, graduated its first completers. With continued collaboration from the DOL, CCV, and the manufacturing industry, we are continuing the transition into a self-sustaining model.

**Licensed Nursing Assistant (LNA)** – In collaboration with the DOL, CCV, and the Adult Workforce Council, we are currently working on starting a non-facility based LNA program.

**ADULT EDUCATION DURING THE DAY** – This year, 38 adults enrolled in a variety of our daytime technical programs; 16 without a high school diploma or with a GED, and 22 with a high school diploma. We provide a wide variety of services to our adult students, including financial aid counseling, educational support, and guidance.

**ADULT EDUCATION IN OUR COMMUNITY** – To better serve our unemployed or underemployed adult population and our community at large, we have added several programs and courses to our schedule.

These include:

- Medical: A blended Pharmacy Technician Certification course that combines online and face-to-face classes.
- Culinary: Two extensive culinary tracks each with community driven workshops and courses.



- Business: Many of the new offering focuses on cottage industry with courses and workshops such as Starting your Own Business, and Business Communication & Netiquette.
- Continuing Education: We added Math for the Workplace and English for the Workplace courses to meet the needs identified by several of our employers.
- Manufacturing: Some of the new courses in this certificate include CNC and Solidworks 2.
- Professional development: The Leadership in the Workplace and Personal Career Management series allow us to meet the needs of our medical and educational institutions, as well as unemployed or underemployed adults. We also added several courses focused on teaching and integration of technology.
- Computer: Some of the new courses and workshops focused on iPad, the Cloud, Social Media, and Web 3.0.
- The Industry recognized credentials now include Microsoft Office Specialist, National Professional Certification in Customer Service, LNA, Pharmacy Technician Certification, and Apprenticeship in Composites.



See the list at [www.svcdc.org](http://www.svcdc.org) at the Adult Education page and download a copy of the brochure.

**CUSTOM TRAINING FOR EMPLOYERS** – Courses have included onsite and customized workforce training for Cambridge Valley Machining and Orvis.

**ONLINE** – The variety of available programs through our national partner, Cengage Learning/ed2go continues to grow, offering over 300 short 6 week ed2go courses, over 120 comprehensive Career Training Programs, and over 4000 Tutorials for Business. We also have specialized online courses for industry through our partnership with ToolingU.com.

**TUITION DISCOUNTS AND FINANCIAL AID FOR INDIVIDUALS:** 10% tuition discount for seniors 60 and over; 10% tuition discount for veterans; financial aid and training grants to eligible individuals through VSAC Non-degree grants, Department of Labor, Vocational Rehabilitation, Vermont Associates, DOL, Workers Compensation, and Vermont Training Program partial tuition reimbursements for eligible employers.

## Career and Technical Student Organizations (CTSO's)



**SkillsUSA**

The main goal of SkillsUSA is to provide students who are preparing for a wide variety of careers in trade, technical and skilled service occupations, with professional development opportunities that supplement their academic and technical education. SkillsUSA programs and activities help its 285,000 student members develop public speaking skills, and improve their ability to conduct and participate in meetings, manage financial matters, solve problems, and assume responsibility for community service. Students participate in state leadership conferences and competitions. Each June, students earning first place at the state level in leadership and technical skill competitions, travel to Kansas City, MO to compete at the national conference.



**FFA – Agriculture Education**

The National FFA Association is dedicated to making a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success through agricultural education. FFA is an integral, intracurricular part of the agricultural education program, providing leadership training to supplement classroom education and hands-on career exploration. FFA programs and activities help members develop public speaking skills, conduct and participate in meetings, manage financial matters, strengthen problem solving abilities and assume civic responsibilities. Nearly 450,000 members participate on local, state and national levels in approximately 7,275 chapters.



**DECA – Distributive Education Clubs of America [Marketing]**

DECA, focused primarily on Marketing Education provides activities and classroom tools that promote the learning of competency-based skills in marketing, management and entrepreneurial career fields, and develop leadership and civic consciousness. DECA serves more than 160,000 students enrolled in secondary and postsecondary marketing education programs. DECA is co-curricular; it is an integrated part of the classroom instructional program.



**FBLA– Future Business Leaders of America**

FBLA prepares students by promoting business leadership, understanding of private enterprise, establishing career goals and developing character and self-confidence in its members. FBLA serves 300,000 members and teachers in 13,000 chartered chapters worldwide.

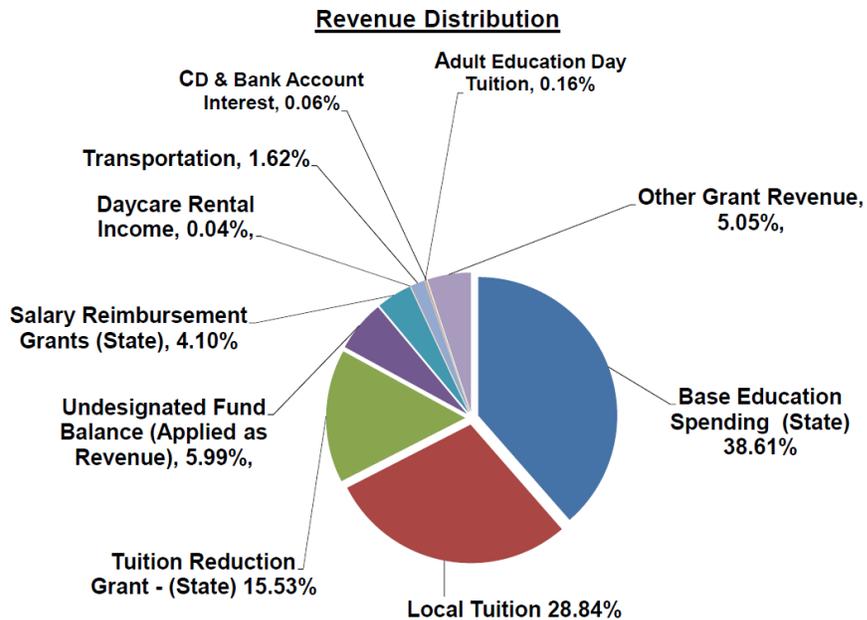


**NTHS – National Technical Honor Society**

NTHS is a nationally recognized organization for promoting excellence in work force education to meet the demands of today's quality driven businesses and industries. The purpose of the CDC Chapter is to promote the ideals of honesty, service and leadership at the CDC and in the community. Members must achieve a 90 average or above between their technical program and current English class, achieve a GPA of 3.0 or above in all of their academic subjects, demonstrate good character and leadership qualities, participate in extra curricular activities and be recommended by their instructor.

**Southwest Vermont Regional Technical School District Budget Request FY 2015 Revenue Summary**

Local and State Revenue ( <u>Amount Warned</u> )	FY 2013 Actual	FY 2013 Budget	FY 2014 Budget	FY 2015 Budget
Base Education Spending (State)	1,536,924	1,505,331	1,477,027	1,493,300
Local Tuition	822,127	866,478	986,724	1,115,353
Tuition Reduction Grant - (State)	618,294	605,535	594,197	600,753
Undesignated Fund Balance (Applied as Revenue)		223,561	246,206	231,576
Salary Reimbursement Grants (State)	149,592	152,544	153,839	158,751
Daycare Rental Income	1,400	1,300	1,500	1,500
Transportation	67,473	60,000	62,500	62,500
Adult Education Day Tuition	9,534	8,900	6,000	6,000
CD & Bank Account Interest	2,542	4,500	3,000	2,500
<b>Local and State Revenue Totals</b>	<b>3,207,886</b>	<b>3,428,149</b>	<b>3,530,993</b>	<b>3,672,233</b>
<b>Other Grant Revenue</b>				
Federal - Perkins Grant	113,087	151,729	151,729	151,729
Federal - USDA Composites Grant (Federal)	44,949	44,949	-	-
State - Equipment Grant	28,235	28,235	28,235	-
State - Adult Ed. Formula & State Grants	28,322	23,827	23,827	24,308
State - Department of Labor Grants	3,280	19,461	19,461	19,461
<b>Totals -Other Grants</b>	<b>217,873</b>	<b>268,202</b>	<b>223,252</b>	<b>195,498</b>
<b>Total Revenue</b>	<b>3,425,759</b>	<b>3,696,351</b>	<b>3,754,245</b>	<b>3,867,730</b>



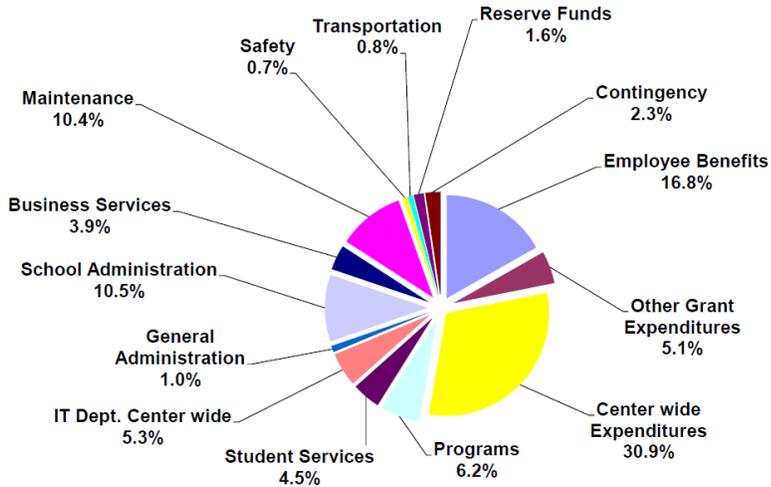
**Southwest Vermont Regional Technical School District Budget Request FY 2015**

<b>Cost Center</b>	<b>Actual FY 2013</b>	<b>Budget FY 2013</b>	<b>Budget FY 2014</b>	<b>Budget FY 2015</b>
<b>Employee Benefits</b>	\$ 508,127	\$ 540,354	\$ 597,090	\$ 648,697
<b>Center-Wide Expense</b> (Salaries, Subs, Software)	1,127,723	1,174,543	1,164,787	1,194,281
<b>Programs &amp; Classes</b> (Includes Equipment, Supplies, Field Trips, Books, Etc.)				
Culinary Arts	18,868	38,500	23,725	25,011
Integrated Design - Model Railroading	-	-	-	-
Technical English	1,081	11,242	4,020	-
Communication Technologies	21,535	34,306	23,851	30,676
Intro. to Print Publishing	200	1,600	2,179	1,020
Creative Computing	507	1,000	600	-
Cosmetology	16,622	26,331	15,400	11,030
Intro to Emergency Medicine	701	600	692	756
Business Management	418	2,400	4,625	6,196
Agriculture	-	-	-	-
Theatre Arts	13,283	13,575	14,165	13,260
Forestry & Heavy Equipment	24,904	25,800	17,350	37,870
Computer Networking	1,961	3,900	4,700	4,900
Computer Technology	596	2,500	2,200	6,049
Medical Professions	6,247	8,570	3,496	9,613
Business Ownership	886	2,800	400	-
Business Basics	688	800	-	-
Artificial Intelligence	4,882	6,000	7,500	4,150
Marketing	854	1,350	450	1,480
Accounting & Finance	278	1,100	600	1,350
CAD Design & Fabrication	3,597	2,103	4,000	3,600
Automotive Technology	11,171	12,247	16,670	14,955
Automotive Maintenance	1,119	1,400	600	1,011
Mental Illness Care	400	400	700	1,550
Human Services	8,208	9,626	9,500	6,700
Special Needs	122	350	120	-
Building Trades	4,507	8,900	7,575	12,000
Video Production	11,170	12,045	11,595	5,845
Engineering & Design	8,548	9,531	10,852	7,057
CAD 3D	1,598	1,703	1,702	1,703
Design & Fabrication	42,048	30,574	32,450	17,400
Pre-Law	843	1,550	2,100	2,260
Law Enforcement	6,411	11,300	10,600	9,790
Forensics	3,080	3,500	4,000	3,900
<b>Student Services</b>				
Para Educators	88,791	86,652	93,895	93,452
Student Testing	-	400	-	-
Guidance Services	21,304	23,065	23,753	41,286
Co-operative Education	1,717	2,485	4,740	4,118
Nursing Services (Allocated Expense)	21,075	18,946	19,703	20,295
Student Organizations	12,196	24,991	12,500	13,534
<b>IT. Dept. - Center wide Support</b>	145,779	141,850	186,778	205,980
<b>General Administration</b>				
Regional Governing Board	10,672	10,235	10,512	10,580
Clerk, Moderator, Assistant Clerk	1,800	1,810	1,810	1,810
Treasurer's Office	13,200	13,200	13,200	13,700
Election & Annual Report	3,848	4,500	3,925	4,043
Financial Audit	7,750	8,000	8,400	9,000
<b>School Administration</b>				
Superintendent's Office & General Admin.	307,908	317,728	325,014	343,851
Adult Education	38,462	44,000	39,039	41,557
Recruitment	16,797	17,500	17,500	20,025

**Southwest Vermont Regional Technical School District Budget Request FY 2015**

Cost Center	Actual FY 2013	Budget FY 2013	Budget FY 2014	Budget FY 2015
<b><u>Business Services</u></b>				
Business Office	167,401	126,749	136,167	109,301
Advertising, Bank Fees, Interest Expense	8,490	7,500	7,500	7,725
Insurance	33,327	32,480	33,764	34,777
<b><u>Maintenance</u></b>				
Utilities	106,485	122,317	132,338	132,396
Maintenance Director (Allocated Expense)	11,988	11,196	12,897	13,580
Building Maintenance	186,719	190,219	217,003	230,591
Grounds Expense	23,894	25,375	25,649	27,123
<b><u>Safety Expense</u></b>				
	17,463	13,600	27,200	28,016
<b><u>Transportation Expense</u></b>				
	52,020	37,240	31,290	31,850
<b><u>Reserve Funds (Voter Approved)</u></b>				
	-	60,000	60,000	60,000
<b><u>Contingency (2.5%)</u></b>				
	-	83,613	86,122	89,536
<b>Total Warned Expenditures</b>	<b>\$ 3,152,269</b>	<b>\$ 3,428,149</b>	<b>\$ 3,530,993</b>	<b>\$ 3,672,233</b>
<b><u>Grant Expense</u></b>				
Federal - Perkins Grant	113,087	151,729	151,729	151,729
Federal - USDA Composites Grants	44,949	44,949	-	-
State - Adult Ed. Formula & Salary Grants	28,322	23,827	23,827	24,308
State - Dept. of Labor Grants	3,280	19,461	19,461	19,461
State - Equipment Grant	28,235	28,235	28,235	-
<b>Total Grant Expenses</b>	<b>217,873</b>	<b>268,202</b>	<b>223,252</b>	<b>195,498</b>
<b>Total Expenses</b>	<b>3,370,143</b>	<b>3,696,351</b>	<b>3,754,245</b>	<b>3,867,730</b>

**Expense Distribution**



Southwest Vermont Regional Technical School District Budget Request FY 2015

Key Note: This page shows how each district's total cost is calculated. Local Tuition plus State Aid.

Tuition Detail Fiscal Year 2015

	Local Tuition Per FTE	State Aid * Per FTE	Total Cost Per FTE
Fiscal Year 2015 →	\$6,096.49	\$8,162.34	\$14,258.83

Sending School District	FTE's 6 Sem. Avg.	Local Tuition	State Aid * Amount	Total Cost
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**Districts within the Technical Center Service Region**

Mt Anthony Union	171.47	\$1,045,385.67	\$1,399,623.65	\$2,445,009.32
Arlington	3.54	\$21,581.57	\$28,894.68	\$50,476.26
Dorset	1.01	\$6,157.45	\$8,243.96	\$14,401.42
Manchester	1.48	\$9,022.81	\$12,080.26	\$21,103.07
Readsboro	0.00	\$0.00	\$0.00	\$0.00
Sandgate	0.00	\$0.00	\$0.00	\$0.00
Searsburg	0.00	\$0.00	\$0.00	\$0.00
Stamford	0.17	\$1,036.40	\$1,387.60	\$2,424.00
Sunderland	1.37	\$8,352.19	\$11,182.41	\$19,534.60

Subtotal - Service Region	179.04	\$1,091,536.10	\$1,461,412.56	\$2,552,948.66
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**Districts outside the Technical Center Service Region**

Mountain Towns	2.08	\$12,680.70	\$16,977.67	\$29,658.37
Danby	0.67	\$4,084.65	\$5,468.77	\$9,553.42
Dover	0.28	\$1,707.02	\$2,285.46	\$3,992.47
Mt. Tabor	0.17	\$1,016.08	\$1,360.39	\$2,376.47
Poultney	0.00	\$0.00	\$0.00	\$0.00
Rupert	0.22	\$1,341.23	\$1,795.71	\$3,136.94
Whitingham	0.04	\$243.86	\$326.49	\$570.35
Wilmington	0.39	\$2,377.63	\$3,183.31	\$5,560.94
Winhall	0.06	\$365.79	\$489.74	\$855.53
Subtotal - Non-Service Region	3.91	\$23,816.95	\$31,887.54	\$55,704.50

Grand Totals	182.95	\$1,115,353.05	\$1,493,300.11	\$2,608,653.16
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\* Base Education Spending Amount

One FTE = one Student Attending Technical Center for 240 minutes a day.

**SOUTHWEST VT REGIONAL TECHNICAL SCHOOL DISTRICT**  
**Office of the Treasurer**  
**ANNUAL REPORT OF RECEIPTS AND DISBURSEMENTS AS OF JUNE 30, 2013**

Beginning Balance 1-Jul-12 \$ 669,271.67

**RECEIPTS:**

Base Education	\$ 1,536,924.00
Other State of Vermont Receipts	\$ 1,055,748.73
Interest on Investments	\$ 2,541.95
Other Receipts	\$ 106,351.83
Tuition	\$ 822,125.98
Void Checks	\$ 692.39
Total Receipts	\$ 4,193,656.55
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$ 4,193,656.55</b>

**DISBURSEMENTS**

Payroll	\$ 2,003,833.87
Vendor Payments	\$ 1,390,463.47

**TOTAL DISBURSEMENTS** \$ 3,394,297.34

CASH BALANCE-Peoples United 06/30/2013 \$ 799,359.21

Respectfully submitted,

Ellen Strohmaier  
Treasurer, SVRTSD

James Quinn Memorial Scholarship CD 06/30/2013	\$1,576.91
Robert P. Scanlon Memorial	107.41
Ralph Watson Memorial	3,070.94
Eugene Sweet Memorial	176.67
Terry Ehrich Memorial	17,199.33

1 **Southwest Vermont Regional Technical School District No V009**  
2 **Annual School District Floor Meeting Minutes: March 4, 2013**  
3 Bennington Fire House, River Street, Bennington VT

4  
5 Regional Governing Board Members Present: Chairman James Boutin; Justin Corcoran; Kevin Goodhue;  
6 Rickey Harrington; Fran Kinney; Larry Johnson; Frank Lamb; Ed Letourneau.

7  
8 Members Absent: Gloria Alexander; Leon Johnson; Heidi Pickering.

9  
10 CDC Staff and Others Present: James Culkeen, Superintendent/ Director; Joseph Hall, Moderator; resident  
11 Jackie Kelly; Greg Lewis, CDC Business Manager; Representative Mary Morrissey; Sandy Redding, CDC  
12 Office Manager.

13  
14 Videotaping: CATTV

15  
16 Recorder: Barb Schlesinger

17  
18 Chairman Boutin called this Annual Meeting to order at 5:00pm, noted a quorum was present and then turned  
19 the meeting over to Moderator Joseph Hall. Hall read the Warning as follows:

20  
21 (The) Southwest Vermont Regional Technical School District No V009, Warning of Annual Meeting,  
22 March 4<sup>th</sup> and March 5<sup>th</sup>, 2013

23  
24 The legal voters of the Southwest Vermont Regional Technical School District Service Region (consisting  
25 of Arlington, Bennington, Dorset, Manchester, North Bennington, Pownal, Readsboro, Sandgate,  
26 Searsburg, Shaftsbury, Stamford, Sunderland, and Woodford) are hereby warned to meet at the  
27 Bennington Fire House, River Street, Bennington Vermont at 5:00 o'clock in the evening on Monday,  
28 March 4, 2013 to transact the following business from the floor:

29  
30 **Article 1: To establish the annual salaries of the District Directors at \$750 each.**

31  
32 Representative Morrissey moved and Sandy Redding seconded the motion as read. All in  
33 attendance were in favor. Moderator Hall called for any opposed or any abstentions. Hearing  
34 none, the motion carried unanimously. There was no discussion.

35  
36 **Article 2: To authorize the School District Board to borrow money in anticipation of revenues to  
37 meet current operating expenses of the District.**

38  
39 Sandy Redding moved and Representative Morrissey seconded the motion as read. All in  
40 attendance were in favor. Moderator Hall called for any opposed or any abstentions. Hearing  
41 none, the motion carried unanimously. There was no discussion.

42  
43 **Article 3: To hold a public informational hearing on articles to be voted upon by Australian Ballot  
44 on March 5, 2013.**

45  
46 Moderator Hall called for discussion, questions and/or comments; none were brought forth.

47  
48 **Article 4: To transact any other business found proper when met.**

49  
50 Hearing no other business, Hall noted "The legal voters of the Southwest Vermont Regional Technical Service  
51 District # V009 are hereby WARNED FURTHER to meet Tuesday, March 5, 2013, when the polls will be open  
52 to transact business by Australian Ballot.

53  
54 Chairman Boutin called for comments; there were none.

55  
56 At 5:04pm, Representative Morrissey moved and Superintendent Culkeen seconded a motion to Adjourn. All in  
57 attendance were in favor.

## SVRTSD Tally Sheet March 5, 2013

	Arlington	Bennington	Dorset	Manchester	N. Benn	Pownal	Readsboro	Sandgate	Searsburg	Shaftsbury	Stamford	Sunderland	Woodford	Total
<b>ARTICLE A:</b> SVRTSD BOARD (4 to be elected)														
Gloria Alexander	297	883	110	327	92	239	50	53	4	375	45	116	69	2660
Jessica Gulley-Ward	205	864	80	248	89	251	35	49	3	387	43	100	63	2417
Leon Johnson	202	1131	75	208	132	281	34	42	3	419	32	72	72	2703
Francis E. Kinney	228	984	106	254	91	301	36	46	5	414	37	92	81	2675
John G. MacDonald	202	801	101	276	80	202	34	23	3	335	34	66	59	2216
Jason Mativi	112	424	62	116	33	194	29	22	4	189	24	29	31	1269

And the said ALEXANDER, GULLEY-WARD, JOHNSON AND KINNEY were declared elected.

<b>ARTICLE B:</b> SVRTSD BOARD (1 YR UNEXPIRED)														
Katie Bourn	229	800	112	319	80	281	43	44	5	318	39	87	56	2413
Aaron R. Sullivan	107	555	112	105	55	121	27	15	0	194	22	35	42	1390

And the said BOURN was declared elected.

<b>ARTICLE C:</b> TREASURER														
Laurie B. Lingner	136	607	58	191	64	195	35	23	2	228	25	46	30	1640
Ellen M. Strohmaier	208	920	87	210	85	317	40	43	5	359	37	77	79	2467

And the said STROHMAIER was declared elected.

<b>ARTICLE D:</b> CLERK														
Timothy R. Corcoran	352	1781	171	464	190	453	73	68	7	610	65	126	101	4461

And the said CORCORAN was declared elected.

<b>ARTICLE E:</b> MODERATOR														
Joseph H. Hall	344	1613	164	444	177	449	72	68	6	636	61	121	113	4268

And the said HALL was declared elected.

<b>ARTICLE F:</b> BUDGET														
Yes	274	1086	185	413	149	332	66	59	6	392	52	126	79	3219
No	107	729	41	152	48	156	31	15	1	230	25	35	38	1608

And it was so voted.

**SOUTHWEST VERMONT REGIONAL TECHNICAL  
SCHOOL DISTRICT OFFICERS & BOARD MEMBERS**

**Moderator**

**Joseph H. Hall** **Term expires 3/16**

**Clerk**

**Timothy R. Corcoran** **Term expires 3/16**

**Treasurer**

**Ellen Strohmaier** **Term expires 3/16**

**Board Members**

<b>Gloria Alexander.....</b>	<b>Term expires 3/16</b>
<b>Katie Bourn.....</b>	<b>Term expires 3/14</b>
<b>James Boutin.....</b>	<b>Term expires 3/14</b>
<b>Kevin J. Goodhue.....</b>	<b>Term expires 3/15</b>
<b>Jessica Gulley-Ward.....</b>	<b>Term expires 3/16</b>
<b>Rickey L. Harrington.....</b>	<b>Term expires 3/14</b>
<b>Leon Johnson.....</b>	<b>Term expires 3/16</b>
<b>Jackie Kelly.....</b>	<b>Term expires 3/14</b>
<b>Francis Kinney.....</b>	<b>Term expires 3/16</b>
<b>Edward Letourneau.....</b>	<b>Term expires 3/15</b>
<b>Heidi Pickering.....</b>	<b>Term expires 3/15</b>

**SOUTHWEST VERMONT REGIONAL TECHNICAL SCHOOL DISTRICT NO V009  
WARNING OF ANNUAL MEETING  
MARCH 3<sup>RD</sup> AND MARCH 4<sup>TH</sup>, 2014**

The legal voters of the Southwest Vermont Regional Technical School District Service Region (consisting of Arlington, Bennington, Dorset, Glastenbury, Manchester, North Bennington, Pownal, Readsboro, Sandgate, Searsburg, Shaftsbury, Stamford, Sunderland, and Woodford) are hereby warned to meet at the Bennington Fire House, River Street, Bennington, Vermont, at 6:30 in the evening, on Monday, March 3, 2014 to transact the following business from the floor.

ARTICLE 1: To establish the annual salaries of the District Directors at \$750 each.

ARTICLE 2: To authorize the School District Board to borrow money in anticipation of revenues to meet current operating expenses of the District.

ARTICLE 3: To hold a public informational hearing on articles to be voted upon by Australian Ballot on March 4, 2014.

ARTICLE 4: To transact any other business found proper when met.

The legal voters of Southwest Vermont Regional Technical School District #V009 are hereby WARNED FURTHER to meet on Tuesday, March 4, 2014, when the polls will be open to transact business by Australian Ballot as follows:

ARTICLE A: To elect 3 (Three) School Directors, who are legal residents of the Service Region as listed above in accordance with the bylaws of the Southwest Vermont Regional Technical School District for 3 (three) year terms.

ARTICLE B: To elect 1 (One) School Director, who is a legal resident of the Service Region as listed above in accordance with the bylaws of the Southwest Vermont Regional Technical School District for a 1 (one) year unexpired term.

ARTICLE C: Shall the voters of the Service Region of Southwest Vermont Regional Technical School District appropriate \$3,672,233 as necessary for the support of its school for the year beginning July 1, 2014?

Voting at the meeting on Tuesday, March 4, 2014 shall be at large by Australian ballot. The polls will be open as indicated below for each respective town, as follows:

Residents of Arlington vote at the Arlington High School Gym, 529 East Arlington Road, Arlington, Vermont. Polls will be open from 10 AM to 7 PM.

Residents of Bennington vote at the Bennington Fire House, River Street, Bennington, Vermont. Polls will be open from 7 AM to 7 PM.

Residents of Dorset vote at The Dorset School, Morse Hill Road, Dorset, Vermont. Polls will be open from 7 AM to 7 PM.

Residents of Glastenbury vote at the Shaftsbury Fire House, Buck Hill Road, Shaftsbury, Vermont. Polls will be open from 7 AM to 7 PM.

Residents of Manchester vote at the Manchester Town Hall, Manchester Center, Vermont. Polls will be open from 8 AM to 7 PM.

Residents of North Bennington vote at the Village Offices, Main Street, North Bennington, Vermont. Polls will be open from 7 AM to 7 PM.

Residents of Pownal vote at the Pownal Center Fire House, Route 7, Pownal Center, Vermont. Polls will be open from 7 AM to 7 PM.

Residents of Readsboro vote at the Readsboro Central School Gym, Readsboro, Vermont . Polls will be open from 10 AM to 7 PM

Residents of Sandgate vote at the Sandgate Town Hall, Sandgate Road, Sandgate, Vermont. Polls will be open from 10 AM to 7 PM

Residents of Searsburg vote at the Searsburg Town Offices, Searsburg, Vermont. Polls will be open from 10 AM to 7 PM

Residents of Shaftsbury vote at the Shaftsbury Fire House, Buck Hill Road, Shaftsbury, Vermont. Polls will be open from 7 AM to 7 PM.

Residents of Stamford vote at the Stamford Elementary School, 986 Main Road, Stamford, Vermont. Polls will be open from 10 AM to 7 PM.

Residents of Sunderland vote at the Sunderland Elementary School, 98 Bear Ridge Road, Sunderland, Vermont. Polls will be open from 10 AM to 7 PM.

Residents of Woodford vote at the Woodford Town Office Building, Route 9, Woodford, Vermont. Polls will be open from 8 AM to 7 PM.

**Register to Vote! Applications for addition to voter checklist must be received by the Town Clerk's Office of said District by Wednesday, February 26, 2014 at 5 PM for approval by your Town Clerk.**

Interpreting services for this meeting will be provided upon request. If this service is required, please notify SVRTSD at 447-0220, at least three (3) days before the meeting.

#### Signatures

James Boutin, Chair, signature on file  
Rickey Harrington Vice Chair, signature on file  
Kevin Goodhue Clerk, signature on file  
Jessica Gulley-Ward, absent  
Edward Letourneau, signature on file  
Gloria Alexander, signature on file  
Katie Bourn, signature on file  
Leon Johnson, signature on file  
Jackie Kelly, signature on file  
Heidi Pickering, signature on file  
Francis Kinney, absent

Received for recording this 30<sup>th</sup> day of January 2014  
Tim Corcoran, Clerk SVRTSD, signature on file

**NOTICE TO VOTERS WITH RESPECT TO CHECKLIST  
AND ABSENTEE VOTING FOR ANNUAL MEETING  
MARCH 3<sup>RD</sup> AND MARCH 4<sup>TH</sup>, 2014**

The voter checklist for the March 3<sup>rd</sup> and March 4<sup>th</sup>, 2014 Annual Meeting of the Southwest Vermont Regional Technical School District is the most recently prepared, posted and revised in accordance with Title 17, Vermont Statutes Annotated.

The voter checklist for the March 3<sup>rd</sup> and March 4<sup>th</sup>, 2014 Annual Meeting has been posted at Town Clerk's Offices throughout the service region.

Absentee Ballots will be available at Town Clerk's offices throughout the region. A voter who expects to be an early or absentee voter or an authorized person on behalf of such voter may apply for an early ballot until 5:00 P.M. or the closing time at the voter's Town Clerk's office on the day preceding the election.

**ABSENTEE VOTING:** Voting by absentee ballot is permitted with respect to the Annual Meeting of the Southwest Vermont Regional Technical School District, to be held on Tuesday, March 4<sup>th</sup>, 2014.

Absentee voting shall be in accordance with the provisions of Chapter 51, Title 17, Section 2531 of Vermont Statutes Annotated, entitled "Application for Absentee Voter ballot."

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In compliance with Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, the Southwest Vermont Regional Technical School District is an equal opportunity educational institution and offers all persons the benefits of participating in each of its programs and in competing in all areas of employment regardless of race, creed, color, national origin, gender, age, handicapping conditions, disability, or sexual orientation.

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Southwest Vermont Regional Technical School District  
321 Park Street  
Bennington, VT