

1 Southwest Vermont Regional Technical School District (SVRTSD)
2 Finance Committee Meeting Minutes, Monday, June 16, 2014, 5 PM, Assembly Room
3 RGB members present-Jim Boutin, Kevin Goodhue, Rickey Harrington, Fran Kinney and
4 John MacDonald

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6 CDC represented by Supt./Dir. James Culkeen; Asst. Director for Adult Education Marie-
7 Pierre Huguet and Stephanie Mulligan, Business Manager.

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9 CDC Faculty present: Kathy Slade and Wendy Klein

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11 Recorder-Sandra Redding

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13 The meeting began with Chairman Kevin Goodhue asking for public comments. Kathy
14 Slade, faculty member, spoke concerning the co-op position. She feels co-op is the
15 backbone of the CDC and should not be eliminated or even reduced to a half time position.
16 A cost savings of \$14,000 is not enough to justify the cut.

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18 Wendy Klein, present Co-op Coordinator, felt a proper comparison was not done as to
19 looking at the full time position vs. the part time position. Possibly, the half time position
20 could work if you cut the seminar class and stopped the transportation of students by the
21 co-op coordinator. This might also lead to a revenue loss as well as students might drift
22 into field study programs.

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24 Supt. Culkeen passed out a worksheet, (Doc. A), showing the potential changes the board
25 could make to reach the desired budget amount. He explained the pros and cons of using
26 the contingency funds for the budget shortfall. Discussion ensued concerning the uses of
27 this fund and what could happen if used and how it might affect the future rolling
28 averages.

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30 The cost savings from the change in administration has not been fully assessed yet, so it
31 is still difficult to determine how this will affect the overall budget needs.

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33 It was decided by vote of this committee to recommend to the full board re-instatement of
34 the co-op coordinator position to .5 FTE with the possibility of restoring the position to a
35 fulltime position should the funds become available. Also, the committee decided by vote
36 to recommend the Cosmetology position be increased to .75 as that will comply with state
37 regulations for coverage in the salon and provide the necessary hours of class time for
38 students.

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40 It was noted that the superintendent has worked quite hard to meet the conditions the
41 board asked for and has done a great job overall. The superintendent cautioned that the
42 administration had met with all teachers and assisted them in decreasing their budgets to
43 include absolute necessities only. This will more than likely decrease any amounts left
44 over and that has certain effects on the following year.

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46 Rickey Harrington mentioned that the board may have slashed the budget too much this
47 past year and that has caused some difficulties.

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49 It was briefly discussed that it was suggested that we reach out to MAU concerning
50 opening a discussion on a rental situation for accounting purposes as opposed to the
51 agreement we now have with them. The board, administration and the business manager
52 should be involved in that discussion.

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54 The meeting adjourned at 5:20 PM.
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