

1 Southwest Vermont Regional Technical School District (SVRTSD)  
2 Finance Committee Meeting Minutes, Monday, November 16, 2015 5 PM  
3 RGB members present-Jim Boutin, Fran Kinney and Rickey Harrington  
4 CDC represented by Supt./Dir. Mike Lawler and Business Manager, Stephanie Mulligan  
5

6 Recorder: Sandra Redding  
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8 Meeting commenced at 5:10 PM with Supt. Lawler presenting a timeline for the budget  
9 vote and specific dates as required. Budget meetings with faculty have begun and  
10 administration is determined to assist so that any budget increases will stay as low as  
11 possible. The goal is to keep tuition rates the same as last year. Today's meeting is  
12 informative basically.  
13

14 Administration hopes to keep to the suggested schedule:

- 15 • Meet with each instructor, go thru budget line by line by December 3, tweak by the  
16 14<sup>th</sup> and finish up by the 21<sup>st</sup>.
- 17 • December 3<sup>rd</sup>-Finance Committee at 4 PM  
18 Education and Facilities at 5 PM  
19
- 20 • December 14-Policy Committee meets at 3 PM  
21 Finance Committee at 4 PM  
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- 23 • December 21-Finance Committee at 6 PM before regular board meeting if needed  
24 Full Board at 6:30 PM  
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26 State tuition can be announced on January 15<sup>th</sup> although information can be provided  
27 sooner.  
28

29 Act 46 was discussed as to the effects on regular high schools and tech centers. Keeping  
30 tuition flat for next year is very important. This may be difficult as enrollment is down.  
31 Some salary assistance was dropped by the state, but we have a few grants that will be in  
32 place for another year.  
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34 Discussion ensued as to additional costs expected for the near future, possible program  
35 reductions, how to be even leaner in our budget, how the six semester rolling averages  
36 have and are affecting us now and ways to expand with as little extra cost as possible. We  
37 expect serious roof repairs will be needed as we deal with an aging building. Our fleet of  
38 vehicles gets lots of use, so repairs and additional vehicles may be needed. We provide a  
39 great deal of transportation for our students, so this is part of doing business expenses.  
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41 It was noted that Tom Pasternack, CDC Guidance Coordinator, is making very good  
42 progress with sending schools out in the district. He has been working with Burr and  
43 Burton Academy to establish satellite classes on their property. They are quite interested  
44 in making this happen. Possible addition of short blocks to our existing programs could  
45 help increase FTEs. Of course, additional classes may increase the need for stipends for  
46 instructors, but the gains outweigh the possible expenditures. Bruce Lee-Clark is  
47 presently teaching a satellite course at Arlington High School.  
48

49 We are recovering from a few problems from last year, guidance issues, programming and  
50 scheduling of some classes to name a few. We must also work within state guidelines for  
51 counting minutes and FTEs. We cannot count summer FTEs or virtual learning classes  
52 yet. Several instructors have already expressed interest in teaching additional short  
53 blocks for incoming students year round. The present teachers' contract does allow for  
54 this to happen. Scheduling is a bit tricky due to teaching minutes required, teacher duty  
55 time, prep and lunch time. Also being considered is program re-focusing and updating.  
56 This may be a good time to get the Education and Facilities Committee involved. It may be

1 better to expand on what we already have for programs, perhaps developing some internal  
2 upgrades.

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5 **Supt. Lawler shared that ongoing discussions with Glenda Cresto, Principal at MAU, have**  
6 **been frank and progressive. Relationships with MAU are looking better as administration**  
7 **and guidance work and share more closely each day. The fact that many students are not**  
8 **required to have a full and complete last year can affect our classes. Early release, either**  
9 **daily or by the semester, can have a detrimental effect on our FTEs. This is a topic of**  
10 **discussion for the several districts in our area. It was noted that several area schools**  
11 **have very similar programs as the CDC. Why, then, would they need or want to send**  
12 **students to our school?**

13  
14 **There are several ideas on the table, so all we can do at this point is try some new tactics**  
15 **and see what happens. Also of interest, is how we can tap into New York state to offer**  
16 **programs to our nearest neighbors. This seems to be an untapped resource, so research**  
17 **must be done.**

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19 **Several dates as previously noted were discussed for future meetings. Follow up will be**  
20 **needed.**

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22 **Meeting adjourned at 6:27 PM.**

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