

1 **Southwest Vermont Regional Technical School District (SVRTSD)**

2 **Education/Facilities and Finance Joint Committee Meeting Minutes: Thursday, April 13, 2017 3 PM**

3 Small Conference Room, Career Development Center

4 Recorder: Sandra Redding

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6 RGB members present: Rickey Harrington, Ed Letourneau, John MacDonald, Jon Gauthier, Art  
7 Haytko, Fran Kinney and Leon Johnson; CDC-Superintendent Michael Lawler and Business  
8 Manager, Stephanie Mulligan

9  
10 Meeting was opened at 3:05PM by Rickey Harrington, RGB chair. Committee chairs were  
11 elected, Ed Letourneau for Education/Facilities and Fran Kinney for Finance.

12  
13 Supt. Lawler gave an update on the present year school calendar. The district has had seven  
14 snow days this year, so the expected finish date for our students will be Tuesday, June 20<sup>th</sup>  
15 followed by three days slated for professional development for our faculty/staff. As we are in our  
16 NEASC assessment year, this time will be very beneficial and useful. Our other sending schools,  
17 Arlington and BBA, have slightly different closing dates, so we must adjust accordingly for them.  
18 It was announced that the CDC Awards Night will be Tuesday, June 6<sup>th</sup> at the Elks Club in  
19 Bennington. Board members will receive their invitations in May for this special evening  
20 highlighting our successful students.

21  
22 Rickey hopes to see the Policy Committee meet on Monday, April 24<sup>th</sup>, right before the regular  
23 meeting to elect a chair and organize.

24  
25 Supt. Lawler presented information concerning the upcoming projects for the next fiscal year. We  
26 continue to need roof repairs over CDC areas such as building trades, culinary and the main  
27 office. It would be wise to solicit bids for partial and/or completion of the work to be done. There  
28 is normal wear and tear as well as repair work and removal of skylights to be considered.

29  
30 Transportation needs were then discussed. Thanks to the excellent work of Tom Haskins, our  
31 automotive program instructor, we have managed to keep all of our vehicles on the road. He  
32 saves us a huge amount of money by doing almost all the repair work. However, we are in need  
33 of replacing over-used and long-used transport vehicles soon. We have some vehicles that are  
34 used several times a day and some larger ones saved for longer trips. There is money available  
35 for the purchase of another bus, so an RFB should be prepared.

36 Next year, Forestry/Building Trades will need a small 12-14 passenger vehicle. The vehicles  
37 used for these classes take more of a beating due to daily use and equipment carried. Per state  
38 regulations, we cannot use smaller vans to carry students, so we must have CDL holders to drive  
39 some of our vehicles. Also, we do receive some reimbursement from the state on transportation,  
40 so it is important to have sufficient and well running vehicles in our transportation fleet. This may  
41 be a good time to start the hunt for the vehicles we need as auto pricing is fluctuating.

42  
43 The discussion turned to Adult Education. Because of the past year's situation, CDC  
44 administration agreed to manage this program in-house with present staff. This was a good  
45 opportunity to see the program from the inside out and a help in determining the possible  
46 direction of the program. Observations show that there are several competing educational  
47 factions in our community reaching out to the same demographics; that online and "U Tube"  
48 instructional materials are often the preferred learning route; that employers often offer in-house  
49 training with guaranteed employment. The LNA program had a strong start, but has leveled out.  
50 The CDL initiative has been a complicated route to establish, but the planning and research goes  
51 on. Programs such as welding would be useful, but an off-site, physical training plant is difficult to  
52 find, many liability issues to overcome. Enrichment courses seem to attract the same people and  
53 some classes do not make any money as not enough people attend.

54  
55 This past year, the administration of the program was undertaken by our Assistant Director, Meg  
56 Honsinger, who also handles a great many of the usual and unusual day-to-day responsibilities of

1 the CDC. She holds a provisional license to direct the program for one more year. Supt. Lawler  
2 presented several scenarios concerning the continuity of the program and how that could be best  
3 handled. He shared with the committees some financials, statistics and pertinent state  
4 regulations. Also noted was that most adult education programs at CTE centers were not as  
5 robust as they once were. Therefore, perhaps there might be different ways of approaching the  
6 continuation of the program and to what extent. Ed Letourneau suggested that some fact finding  
7 from community members might be in order to assist in the future layout of the program. Fran  
8 Kinney added that the need for Driver's Ed, especially for new drivers, might be investigated.  
9 So, after much brainstorming and good discussion, the committees will take all information under  
10 consideration while Supt. Lawler further prepares his recommendations for the program.

11  
12 The group went on to discuss the greenhouse at the MAUMS site. The Middle School makes  
13 very good use of this greenhouse and in conjunction with other community groups. Supt. Lawler  
14 would like to see some kind of arrangement made with SVSU concerning the greenhouse.

15  
16 Committee members inquired as to any other projects in the near future:

- 17 • Supt. Lawler noted that our compliance audit went quite well
- 18 • Roof and vehicles are ongoing concerns, soon to be addressed
- 19 • Culinary area/kitchen will need some attention
  - 20 ○ Hood
  - 21 ○ Suppression system
  - 22 ○ Dishwasher
- 23 • Forestry will need a better dump truck
- 24 • CDL truck always needs work
- 25 • Building Trades needs dust collection system update
- 26 • Auto department may need new lift, 3-4 years
- 27 • Medical professions may need new beds

28  
29 The committees decided to hold off on setting another meeting date at this time. One can be  
30 added if requested. Policy will try to meet before the full board on the 24<sup>th</sup>.

31  
32 Meeting adjourned at 4:20PM