

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

2 **Regional Governing Board Meeting Minutes: August 19, 2019**

3 Assembly Room, Career Development Center (CDC)

4 **RGB members present:** Rickey Harrington, Chair; John MacDonald, Vice-chair; Jackie Kelly, Clerk; Fran
5 Kinney, Jessica Gulley Ward, Leon Johnson, Edward Letourneau and Kenneth Swierad

6 **CDC represented by:** Michael Lawler, Superintendent/Director; Meg Honsinger, Assistant Director and
7 Cathy Vosburgh, Interim Business Manager

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9 **Recorder:** Sandra Redding, Administrative Assistant to the Superintendent

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11 Meeting was called to order by Rickey Harrington at 6PM. After welcoming viewers, and requesting
12 public comments, (there were none), the consent agenda was presented for approval:

- 13 • Consent Agenda Motion-F. Kinney Second-K. Swierad E.L. Abstained Apprv.
14 • Payroll Warrants Motion-F. Kinney Second-J. MacDonald Unanimous
15 • Vendor Warrants Motion-F. Kinney Second-L. Johnson Unanimous

16 Business office documents were mentioned and no questions were presented.

17
18 Fran Kinney shared information that was discussed at the Finance Committee meeting that took place
19 just before the full board meeting. After several months of searching for a used bus, the administrators
20 have reached the conclusion that the CDC will need to purchase a new, up-to-date vehicle for
21 transporting students. Therefore, a request for additional funds for a bus purchase is necessary. The
22 Finance Committee agreed to bring to the full board their recommendation to approve an expenditure for
23 a bus up to \$65,000. Motion was made by F. Kinney, seconded by R. Harrington to approve funds of up
24 to \$65,000. for a new bus. After further discussion, vote was unanimous in support for this motion.

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26 The nomination for the Business Manager was presented to the board for discussion and vote. Cathy
27 Vosburgh, Interim Business Manager, was thanked for her hard work and willingness to step-up as she
28 covered both her position and the manager's position for several months. She truly helped keep us afloat
29 during this transition. Rebecca Tattersall, CDC Business Program Instructor has been recommended to
30 fill the manager's position. She is highly qualified and ready to step in. Motion was made by F. Kinney
31 and seconded by K. Swierad to approve Ms Tattersall as the new Business Manager at the CDC. After
32 some discussion, vote was unanimous. A candidate was brought forward for the open Business Program
33 Instructor position. Kristen Barrett was recommended by the superintendent after the interview process.
34 Motion was made by F. Kinney and seconded by L. Johnson to approve this nomination. After some
35 discussion, vote was unanimous to approve Barrett as the Business Program Instructor.

36
37 Supt. Lawler shared with the board the resignation he received Monday, August 19th from Guidance
38 Coordinator, Dr. Stephannie Peters, effective 8/23/19. He publically thanked her for the 20+ years of
39 service to students and the District as NEA representative. She was also active on several community
40 boards.

41
42 Lawler continued his report to the board. As our teachers and staff return next week, professional
43 development will be offered by Linda Jackson who has been with us several times in the past. She will
44 be working with faculty on cross-teaching between programs, curriculum mapping, interdisciplinary project
45 planning and improving advisory committees. The second half of Tuesday will be time for teachers and
46 staff to prepare classrooms and equipment.

47
48 Lawler noted that a great deal of work happens in the facility throughout the summer while students are
49 away. The custodial and maintenance staffs work very hard to clean, repair and get ready for a new
50 school year in difficult conditions all summer. He thanked Paul Dansereau and his staff for all their
51 efforts.

52 Enrollment looks to be fairly healthy this year. We will have students from AMHS, BBA and HFSD as well
53 as MAUHS. Our manufacturing instructor, Adam Cannistraci, will be teaching a satellite program at
54 AMHS. We expect to be co-teaching several classes with MAU as well.

55
56 Meeting adjourned at 6:23PM, motion by F. Kinney, second-Ed Letourneau. Unanimous.