

1 **Southwest Vermont Regional Technical School District (SVRTSD)**  
2 **Regional Governing Board Meeting Minutes: Monday, October 21, 2024, in-person and online**  
3

4 **RGB members present:** M. Cutler, A. Edelson, F. Kinney, J. Orzechowski, G. Sauer, K. Swierad, C.  
5 Putney and A. Williams (online)  
6

7 **SWT represented** by: Supt./Dir. Meg Honsinger, John Lamson, Asst. Dir. and R. Tattersall,  
8 Business Manager  
9

10 Audience: CAT-TV  
11

12 **Recorder:** Sandra Redding, Administrative Assistant to the Superintendent  
13

14 Meeting was opened at 10AM by Chair Swierad. He informed the board that there were two  
15 items to add to the agenda with their approval. First, a payroll warrant, #1013 was included in  
16 the packet and drop box, but left off the agenda. Secondly, a field trip that is out of state and  
17 overnight came in after packets were sent out. This trip will take place before the next board  
18 meeting. The form was added to the drop box and Swierad requested that these items be added  
19 to the agenda for approval. With motions from Kinney and Cutler and unanimous approval, the  
20 two items were added to the agenda. He then welcomed the general public and asked for  
21 comments and/or concerns. Hearing none, the consent agenda was presented:

- 22 • Full board minutes from September 9, 2024 were motioned for approval by Kinney and  
23 Cutler with unanimous support.
- 24 • Payroll warrants were motioned for approval by Cutler and Edelson with unanimous  
25 support.
- 26 • Vendor warrants were motioned by for approval by Kinney and Edelson with unanimous  
27 support.

28 Business office documents were presented with no questions or concerns.  
29

30 Edelson shared information from the policy committee meeting in October. Highlights:

- 31 • **Policy 5120-Concussion Management**-after discussion, committee agreed to offer this  
32 policy to the full board for warning.
- 33 • **Policy 5084c-Personal Use of Wireless Communication**-Supt. Honsinger updated the  
34 committee on the rollout of the Yondr pouches to keep wireless devices locked and out  
35 of sight while students are in school. There have been no problems indicated thru this  
36 date with students or parents concerning the pouches. The committee agreed this policy  
37 was fine as written; would like to add an updated review date.
- 38 • **Policy 5176C-Emergency Medication**-with some discussion as to the nurse's roll in  
39 use of medication in school and how away trip situations are handled, the committee  
40 agreed with edit additions, the policy may stand as is and noted as newly reviewed.
- 41 • **Policy 6190C-Holiday Observations and Programs**-Asst Dir. Lamson noted that due  
42 to changing times, this policy should be updated. The VSBA has offered their version for  
43 a district equity policy. The committee decided to table this discussion until next month  
44 so further study could be given to this to this discussion.  
45

46 Supt. Honsinger presented an update from Rob Bahny, Adult Education Coordinator. Adult  
47 education is progressing very nicely with several well attended and very much needed programs  
48 in our area. LNA, CDL, Massage Therapy, Butchering, Culinary Basics, Intro to Welding, Intro to  
49 Heavy Equipment, Bookkeeping, Blueprint Reading and Dental Assistant are up and running  
50 with strong enrollment. Bahny provided a printout with class information and updates on his  
51 activities in the adult education field.

1  
2 Action items:

- 3 • CTSO nominations for SkillsUSA Advisors were presented. Nick DeLauri, Culinary  
4 Program Instructor and Hailey DeLauri, Tech Specialist and CDL driver were approved  
5 with motions from Cutler and Kinney with unanimous support. It was noted that this  
6 CTSO is a very large and active group which could use more advisors. Also noted that  
7 the DeLauris are husband/wife employees of SW Tech.
- 8 • Cosmetology trip to New Hampshire which is an out of state/overnight fielded trip was  
9 approved with motions from Kinney and Cutler with unanimous approval. The group was  
10 sent best wishes for competition and hopes for a fun time. Between 5 and 10 students  
11 will participate.
- 12 • With motions from Cutler and Kinney, the board unanimously approved the motion to  
13 authorize M. Honsinger and J. Lamson to be the authorized signers for the Activities  
14 Accounts.
- 15 • **Policy 5120-Concussion Management Policy**-with motions from Kinney and Cutler,  
16 the board voted to present this policy for official warning.

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18 Supt. Honsinger began her report by pointing out the newsletter provided by Nicole Sauer,  
19 Education and Outreach Coordinator. Program instructors updated Sauer with program news  
20 from the beginning of school. Going forward, Sauer will create a newsletter filled with  
21 information about what our students, programs and facility are achieving in our community. We  
22 should look for an update each month.

23 Open house was held September 26<sup>th</sup> with a fair attendance of visitors. Our program instructors  
24 were on hand to demonstrate the activities in their classrooms and labs.

25 Instructors have been attending their TEC cluster meetings. It is a very positive way for folks  
26 throughout the state to share ideas, concerns and updates in their specific fields.

27 October WorkKeys testing has been ongoing under the watchful eyes of School Counselor Lisa  
28 Harrington. This testing is now done totally online and is about complete for this semester.

29 Spring will see another round as needed.

30 Our program advisory committees will meet Wednesday, October 23 in a joint meeting with  
31 program instructors to check on last year's progress and set goals for the coming year. Lunch is  
32 provided by SW Tech. Agendas and minutes are kept in a binder in our office for viewing as  
33 required by the state.

34 The Agency of Education will be holding a Hearing and Learning time at MAU and SW Tech  
35 Wednesday, October 23<sup>rd</sup>. We look forward to hearing from them and the general public as well  
36 as educators as to their concerns for the future of education in Vermont.

37  
38 Chair Swierad and several board members are interested in touring our programs during their  
39 monthly meetings. Supt. Honsinger will set-up something for the next meeting which will be  
40 Monday, November 19, 2024 at 10AM.

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42 RGB Finance committee will meet Thursday, November 7, 2024, 9AM with a follow-up meeting  
43 Monday, November 18, 2024, 9AM before the full board. Tattersall provided a tentative list of  
44 dates for finance committee meetings. Swierad noted that with healthcare rising costs and union  
45 contractual raises/benefits, this may be a very challenging budget discussion.

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47 Policy committee will meet before the next full board meeting as well.

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49 With no other topics for discussion, the board adjourned at 4:40PM with motions from Cutler  
50 and Sauer and unanimous support.