

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **RGB Education/Facilities and Finance Joint Committee Meeting Minutes: Monday, May 9, 2022,**
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4 **RGB members present: Education/Facilities Committee:** M. Cutler, J. Kelly, (Zoom), F. Kinney,
5 J. MacDonald, C. Putney, TJ Williams

6 **Finance Committee:** M. Cutler, A. Edelson, F. Kinney, J. MacDonald, TJ Williams
7 L. Johnson arrived mid-meeting

8 **CDC represented** by: Michael Lawler, Supt./Dir; Meg Honsinger, Asst. Dir; and Rebecca Tattersall,
9 Business Manager

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

11 Meeting came to order at 9:35 AM with various comments:

- 12 • F. Kinney was very appreciative of the fine course catalog developed this year. He felt it was a
13 very professional and thorough presentation for the tech center
- 14 • A. Edelson inquired if we have any plumbing or electrical courses at this time for students. We do
15 not offer those courses as “stand alone” as building trades incorporates these subjects as much
16 as they can into the school year program. Edelson wondered if we could add some courses as
17 Zoom style/online course; something to be considered

18 At this time, the education/facilities committee decided to elect their chair. J. Kelly and TJ Williams were
19 nominated by committee members present. With showing of hands and voice count, TJ Williams was
20 elected to chair.

21 Supt. Lawler detailed the draft lease being considered for our onsite daycare, Growing Upright. This
22 daycare has been used by our Human Services program as a lab for their students for many years as
23 well as offering a well-run and positive placement for community daycare needs. As requested by the
24 board to develop a fair, reasonable and commercially sound lease, Lawler used a square footage formula
25 to be equitable and financially acceptable. He met with business owner, Pam Upright to discuss the
26 proposal and reported that she was in agreement with the draft. Discussion ensued:

- 27 • Is the lease increase being considered too steep?
- 28 • What services do we provide?
- 29 • Daycare provides an excellent service; do not undervalue
- 30 • Owner maintains all business expenses; employees, licensing, insurance, supplies
- 31 • School employees do not receive a discount
- 32 • Increase looks fair considering the times we are in
- 33 • Does owner feel she gets a proper return for costs to her from us?
- 34 • Is there a ceiling to what a rental increase can be legally?
- 35 • Will owner have to raise rates for customers using her services?
- 36 • Rate increase seems rather large; perhaps re-consider
- 37 • Continuity of this present business model should be considered
- 38 • Perhaps table decision for now to allow Supt. Lawler to meet/discuss further w/business owner

39 Supt. Lawler will have another discussion with Upright and report back to the board.
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41 Supt. Lawler reported that the insurance company has been very slow in completing financial obligations
42 to us concerning the flooding incidents that occurred in November. Repairs are ongoing with a great deal
43 still to be completed. Our students and employees have adapted quite well considering the changes that
44 were needed for us to continue offering quality education. We are hopeful that by start of the next school
45 year, all will be ready.

46 Lawler reported that the Perkins Grant has been submitted. This document is comprised of 80-100 pages
47 of information researched and entered by administrators. He expects there will be state requested
48 adjustments as usual, but we do anticipate close to \$200, 000. He noted the funds must be spent in very
49 specific areas. We hope to hire a math interventionist, an English interventionist and a second medical
50 professions instructor with Perkins funds. With motions from Kelly and Cutler, the committee unanimously
51 agreed to accept the Perkins plan and bring to the May full board meeting.
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1 Rebecca Tattersall, Business Manager, had information concerning the updated state and federal
2 procurement thresholds. Presently, the threshold of \$15,000 for any purchase would need at least 3 bids
3 for a purchase to be presented to board for approval. Per new guidelines, the threshold has been
4 increased to \$40,000 for the state and \$50,000 federal. Also, there will not be a need to collect 3 bids.
5 Tattersall requests that the board review and update Policy 1100C, Fixed Asset Management Policy,
6 (F.A.M.P.) as soon as possible as our fiscal year begins July 1. This information will be passed on to the
7 Policy Committee which will meet directly after full board meeting today. .

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9 With no further business, the meeting adjourned at 10:06AM.

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