

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **RGB Finance Committee Meeting Minutes: Monday, November 14, 2022**

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4 **RGB members present:** L. Johnson, Ken Swierad and TJ Williams

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6 **CDC represented** by: Michael Lawler, Supt./Dir; and Rebecca Tattersall, Business Manager

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

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10 Supt. Lawler called the meeting to order at 9:22AM and asked for nominations for chairperson. M. Cutler
11 was asked and declined at this time. F. Kinney was nominated with motions from Swierad and Johnson
12 and elected by unanimous vote. He accepted from his online presence. With no comments or concerns
13 from any audience, Supt. Lawler invited Rebecca Tattersall, Business Manager to share the SW Tech
14 budget process and other info to this committee. She presented a packet of information which included
15 the upcoming timeline for the budget process, a FY 2024 Teachers Proposed Budget Overall Notes and
16 the FY 2024 Proposed Budget Needs excluding salaries with increases/decreases. She noted that we
17 have no control over 80-90% due to healthcare costs and contractual decisions. We should be prepared
18 for "sticker shock" due to increased costs in every segment of our expenditures. Looking at Healthcare,
19 costs may rise as much as 12.2-12.6%. Healthcare insurance providers are selected by the state so we
20 have no input on this cost. Teacher's step and contractual raise amounts increase our costs around 3%.
21 This first look indicates possible 8.81% increase in our budget.

22 We do receive salary and transportation reimbursements from the state for some costs. Also, there is
23 some tuition for adult students in specific circumstances.

24 On the teacher budget requests:

- 25 • Discussion on cost of supplies and how we purchase them
- 26 • WBL-decrease due to large software purchase last year that will not need replacement for awhile
- 27 • Do we earn points on credit card purchases? (some)
- 28 • Do we get discount on volume fuel purchases? (some)
- 29 • Do we bid out for certain purchases? (yes)
- 30 • Teachers are very cost-aware in requests and use of materials

31 Tattersall explained this information is a very preliminary view of our budget needs and expenses. She
32 will prepare, as always, a very detailed synopsis for the next finance committee meeting which will be
33 Monday, November 28, 10AM, in-person and/or online. The committee requested a strong look at best
34 case scenario to keep the increase in budget to a minimum.

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36 Meeting adjourned at 10:10AM and committee moved on to the full board meeting.

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