

1 **Southwest Vermont Regional Technical School District (SVRTSD)**  
2 **Regional Governing Board Meeting Minutes: November 4, 2019**  
3 Assembly Room, Career Development Center  
4

5 **RGB members present:** Rickey Harrington, Chair; John MacDonald, Vice-chair; Jackie Kelly, Clerk; Fran  
6 Kinney, Edward Letourneau, Michael Munson, Art Haytko, Jessica Gulley-Ward, Kenneth Swierad and at  
7 6:10, Leon Johnson  
8

9 **CDC represented by:** Michael Lawler, Superintendent/Director; Meg Honsinger, Assistant Director;  
10 Rebecca Tattersall, Business Manager  
11

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

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

- 16 • RGB Oct.4 Minutes Motion-F. Kinney Second-K. Swierad Unanimous
- 17 • Payroll Warrants Motion-F. Kinney Second-K. Swierad Unanimous
- 18 • Vendor Warrants Motion-F. Kinney Second-K. Swierad Unanimous
  - 19 ○ E. Letourneau inquired as to the Law Enforcement Program uniform expenditure and was  
20 satisfied with response  
21

22 Business office documents were mentioned and no questions were presented.  
23

24 Committee Report: **Superintendent Evaluation** met at 5:15PM with John MacDonald voted to chair.  
25 He reported that Superintendent/Director Michael Lawler has met contract requirements with good  
26 progress in three of the four areas stipulated. Lawler shared information with the committee on the  
27 situation with dual enrollment and his thoughts on further development in that area. MacDonald felt the  
28 committee had good discussion with Lawler and all was going well.  
29

30 Action Items:

- 31 • Policy **5080C-Dress Code** Motion-F. Kinney Second-E. Letourneau Unanimous  
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- 33 • Policy **6141C-Computer, Network and Internet Use** Motion-F. Kinney Second-J. MacDonald Unanimous  
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35 **Superintendent's Report:** Lawler informed the board of the recent awards to Ryan Scutt, our Video  
36 Program Instructor, for his outstanding work filming the CDC sponsored trips to Puerto Rico to help re-  
37 build after the severe hurricane damage in the past few years. The CDC is fortunate to have Scutt as our  
38 new Video Production Instructor.  
39

40 Lawler shared the results of our first Program Advisory Committees combined luncheon meeting that  
41 occurred on Friday, October 25<sup>th</sup>. Over fifty committee members representing most of our programs,  
42 along with CDC faculty and staff, attended the bag lunch meeting. It was the first time many of them had  
43 met other committee members from the community. Michael Munson, RGB member and also a Pre-Law  
44 Program committee member, stated he felt it was well-attended and very useful to meet others to share  
45 thoughts and compare notes. We look forward to repeating the experience in the spring. Supt. Lawler  
46 was pleased with the turnout and work product that was evident in committee reports. Some topics  
47 mentioned were how to recruit members for program committees, modern trends, current/future needs of  
48 the community/businesses and methods to assist in recruiting additional students to improve enrollment.  
49 Ed Letourneau, RGB member, noted that he would like to be involved and Lawler indicated that would be  
50 fine.  
51

52 Lawler reported the enrollment numbers for the first semester of 2019/2020. A fact sheet was presented  
53 to the board members. He felt they were a little flat from last year, but at least staying steady and not  
54 losing. It is normal when experienced instructors retire that their programs dip a little until the new  
55 instructor's presence is realized. We had several changes in the past year instructor wise as well as the

1 need to expand and adapt some programs to current trends. Lawler fully expects the slightly  
2 underproductive programs to rebound. He shared that the ratio of MAU students to our other sending  
3 schools is about 50/50. This is a good trend for the future in reaching out to all our area sending schools.  
4  
5 Leon Johnson arrived at 6:10PM and apologized for his late arrival as he was involved in a meeting at  
6 another school district. He wanted everyone to know he and others are working hard to encourage the  
7 active enrollment of students from MAUHS in technical education programs at the CDC. He feels we  
8 should be looking/planning for continued growth in all our programs and be ready to expand.  
9  
10 It was noted that the CDC plans on hosting our sending school counselors and head teachers for an  
11 informative program, meet and greet with our instructors and tour the school as so many do not have a  
12 full understanding of all that is offered here. It would be good to break down any barriers that hold back  
13 students from attending tech ed classes if they so desire. Need to work on flexible pathways and do a  
14 better job of integrating with all sending schools.  
15  
16 Leon reminded the board members of the upcoming Vermont School Board Association conference. Leo  
17 and Art Haytko will be attending. Leon mentioned the podcast he is involved in and urged everyone to  
18 listen and reach out. Also, in any voting, Leon will cast for SVSU and Art for the CDC.  
19  
20 Negotiations will be happening Thursday, November 7 at Central Office. Ed Letourneau will be attending  
21 the ESP meetings and Fran Kinney, the Teachers group.  
22  
23 With no other business, the meeting adjourned unanimously at 6:23PM.  
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