

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**
2 **Regional Governing Board Meeting Minutes: January 13, 2020**
3 Assembly Room, Career Development Center (CDC)

4
5 Members Present: Jessica Gulley-Ward; Rickey Harrington, Chair; Art Haytko; Jackie Kelley, Clerk Fran
6 Kinney; Ed Letourneau; John MacDonald, Vice-Chair; Michael Munson (arrived 6:05pm); Ken Swierad.

7
8 Members Absent: Jon Gauthier; Leon Johnson.

9
10 Staff and Others Present: Meg Honsiger, Assistant Director; Michael Lawlor, Superintendent/Director;
11 Sandy Redding, Administrative Assistant; Rebecca Tattersall, Business Manager.

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13 CAT-TV: This meeting was recorded but not broadcast live by Jim Viers.

14
15 Recorder: Richard Bump.

16
17 *n.b. Unless otherwise noted, copies of all documents listed in these Minutes are posted to the CDC Board*
18 *Documents drop box. Please see the Minutes of the RGB meeting scheduled for March 9, 2020 for*
19 *corrections or revisions, if any, to these Minutes (no meeting in February, unless otherwise scheduled).*
20

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22 Harrington called the meeting to order at 6:00m and welcomed everyone present.

23
24 1. Public Comments: None presented.

25
26 2. Consent Agenda:

27 a. *Minutes*: **Kinney moved and Swierad seconded a motion to approve the Minutes of the**
28 **12/9/19 Regional Governing Board meeting and the motion passed unanimously.**

29 b. *Payroll Warrants*: **Kinney moved and MacDonald seconded a motion to approve**
30 **Payroll Warrant #1024 in the amount \$77,603.72**
31 **Payroll Warrant #1026 in the amount \$72,798.89**
32 **Payroll Warrant #1028 in the amount \$75,068.99**
33 **and the motion passed unanimously.**

34 c. *Vendor Warrants*: **Kinney moved and MacDonald seconded a motion to approve**
35 **Vendor Warrant #1025 in the amount \$58,335.11**
36 **Vendor Warrant #1027 in the amount \$81,881.37**
37 **Vendor Warrant #1023 in the amount \$74,354.95**
38 **and the motion passed unanimously.**

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40 3. Treasurer's Report: Members noted without comment the Treasurer's

41 - *Statement of Cash Flow* report for period ending 12/31/19, detailing a closing cash balance
42 for the month of \$1,042,019.08

43 - *Statement of Cash Flow and Account Balances – Cumulative (7/1/19-12/31/19)*, detailing
44 the same closing balance as the previous report.

45
46 4. Revenue and Expenses: Members noted without comment the revenue and expense reports (to date
47 12/31/19, printed 1/8/20) for the CDC regular as well as adult education programs.

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49 5. Committee Reports:

50 a. *ESP Contract Negotiations*: Letourneau reported that contract negotiations have begun and that
51 the next meeting is scheduled for 1/16/20 wherein ground rules will be established and next
52 meeting dates confirmed.

53 b. *Teachers Contract Negotiations*: Kinney reported that
54 - contract negotiations are on-going, ground rules established, and with proposals
55 exchanged and discussed
56 - next meeting 1/16/20.

- 1 c. *Education/Finance*: Kelley reported that this committee met immediately prior to this
2 meeting and began discussion about shortening the name of the SWVRTSD to the
3 Southwest Vermont Technical District, and as based on input from teachers and students;
4 further discussion needed but a name change could be “good and better promote more
5 directly the tech center.”
6

7 6. Action Items:

- 8 a. *FY21 Announced Tuition*: After a brief discussion wherein Tattersall reported that
9 - the state recently revised the CDC’s 6-semester rolling average FTE’s for FY21,
10 increasing that number fractionally by 0.07 to 153.56
11 - that change decreases the estimated announced tuition rate approved at the
12 December meeting by \$10 to \$21,664.00
13 and after a brief discussion, **Kinney moved and MacDonald seconded a motion to set**
14 **the Announced Tuition for FY21 at \$21,664 as recommended and the motion passed**
15 **unanimously.**
- 16 b. *Ballot Warning*: After members noted that there are three board member seats up for election
17 this year and that anyone running for those positions needs to submit to the district’s clerk
18 appropriate paperwork including at least 30 supporting signatures from residents within
19 Bennington County, **Kinney moved and Munson seconded a motion to approve the**
20 **Warning of the Annual Meeting March 2nd and 3rd 2020 as presented, and the motion**
21 **passed unanimously.**
- 22 c. *Field Trip – Culinary, ProStart Competition, 3/26-28/20*: After Lawlor noted that the Field Trip
23 Request for the ProStart Culinary Competition needs to be corrected in that
24 - the trip is to Burlington VT and not out of state
25 - this is an overnight trip
26 and that the students in the Culinary Program have been practicing their cooking skills in the
27 afternoon with “wonderful” smells spreading throughout the building, **Kinney moved and**
28 **MacDonald seconded a motion to approve the Field Trip Request, as presented and**
29 **amended, and the motion passed unanimously.**
- 30 d. *Retirement*: Lawlor read aloud and in full the letter from Neal Hogan, Accounting and Finance
31 Instructor, announcing his retirement effective 6/30/20 after 23 years teaching, and after noting
32 that
33 - this is a “bittersweet” moment in which we “all congratulate Neal on his retirement”
34 - Hogan was a teacher whose schedule was “flexible” enough “to accommodate
35 individual meetings with students all day long”
36 - these will “be big shoes to fill”
37 **Kinney moved and Swierad seconded a motion to accept, with regrets, the retirement**
38 **notification of Neal Hogan as presented, and the motion passed unanimously.**
- 39 e. *Nominations*: Lawlor noted that
40 - stipends paid the Career and Technical Service Organizations (CTSO) advisors are
41 part of negotiations contracts
42 - these are positions appointed for the duration of the school year, and the five
43 nominations are all effective 8/26/19
44 - only currently employed teachers are eligible for these positions, and there were no
45 conflicts in persons applying for these positions in that there was only one person
46 each applying for each of the five positions
47 - the Nomination form itself has been modified to detail various components of the
48 criminal back ground check (VCIC, Child Protection Registry, Vulnerable Adult
49 Abuse).
- 50 Lawlor then read aloud the nominations and as follows:
51 - Lauri Wright, DECA CTSO Advisor (marketing)
52 - Neal Hogan, FBLA CTSO Advisor (business)
53 - Jennifer Morgan-Hall, Sills USA CTSO Advisor (all programs)
54 - Katherine Slade, HOSA CTSO Advisor (health occupations)
55 - Jaime Lyn Schmidt, Pro-Start CTSO Advisor (culinary)

1 after which **Kinney moved and MacDonald seconded a motion to approve the five CTSO**
2 **nominations as presented and the motion passed unanimously.**

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5 7. Policies: In a series of actions, **Kinney moved and Swierad seconded motions to warn**

- 6 - **Policy #1000C – Use of School Facilities'**
- 7 - **Policy #3300C – Access Control**
- 8 - **Policy #3310C – Security Cameras**

9 **and all motions passed unanimously.**

10
11 8. Vermont School Board Association (VSBA) Membership: Lawlor and Harrington initiated an
12 extended discussion about the value of membership in the VSBS (at \$3,800 for the current year)
13 noting that

- 14 - this came up during a recent committee meeting
- 15 - membership in the VSBA is not mandatory, and board members could participate in
16 various seminars/meetings at a cost per event (possibly as much as \$480/event/person)
- 17 - a full disclosure of VSBA benefits, budgets, credentials, policy research and advocacy,
18 dues, decision making, etc is detailed in a 1/9/20 letter from VSBA to the CDC board
19 and during which members variously noted that
- 20 - the VSBA provides valuable training for new board members
- 21 - several board members have been long-time active members of the VSBA board itself
- 22 - many members participate in annual meetings as well as on-line webinars
- 23 - in addition to membership fees, the CDC also pays for housing and transportation for
24 board members attending VSBA events in person
- 25 - the VSBA provides critical information regarding legislation impacting education introduced
26 into and moving through the Vermont legislature (such as the recent discussion about
27 state-wide changes in educators' health care plans, negotiations workshops, etc)
- 28 - the in-person events (annual meeting, seminars, etc) provide "invaluable" (Kelley)
29 opportunity to meet/interact with peers throughout the state and attend relevant workshops,
30 discussions etc
- 31 - local boards should turn to the VSBA more regularly for assistance with policy
32 development, budgets, contract negotiations, etc.

33 In concluding action, **Kinney moved and Swierad seconded a motion to renew membership**
34 **with the VSBA for the current school year and to track individual/group**
35 **participation/interaction with the VSBA for the remainder of the fiscal year (in order to better**
36 **determine membership benefits for FY21) and the motion passed unanimously.**

37
38 9. Director's Report: After noting that he was unable to attend the December board meeting and was
39 appreciative of board support for the budget as presented, Lawlor was pleased to report that

- 40 - all 13 participants in the recent Drivers Education program passed the course, and plans
41 are being made to offer at least one section of the course during the summer to support
42 another 15-18 students
- 43 - all students in the LNA course passed board exams
- 44 - all students in the fall CDL course passed exams
- 45 - the most recent EMT course, cohosted with the Bennington Rescue Squad, starts 1/13/20
- 46 - all CTSOs are "ramping up" for upcoming competitions and engaging in fund-raising,
47 activities which will make it all "a bit crazy" for the rest of the year.

48 Lawlor also noted that

- 49 - he has been a member of a committee with two other technical centers in Vermont,
50 focused on exploring different funding mechanisms for technical schools in the state which
51 will create more transparency in education spending at technical centers
- 52 - a report of that committee will be released to the Vermont legislature 1/15/20
- 53 - he anticipates that a pilot program may be in place soon to last 3 or 4 years before
54 evaluation
- 55 - next focus for the committee will be on technical center governance
- 56 - he will update the board on committee progress and activity as it takes place.

1 In response to a question from Swierad, Lawlor reported that the simulator “is coming.....” and that
2 the new bus should be on-site on or before 2/15/20.
3

4 10. Chair’s Report: After a comment from Harrington, members briefly discussed and the reached
5 consensus to not hold a board meeting in February, noting that historically such a meeting has not
6 taken place as it is would fall between the passing of the budget (done in December) and the
7 election of new board members and budget approval/disapproval (in March). Harrington also noted
8 that he is “retiring” 3/2020 and that this is therefore his last meeting on the board, after beginning
9 work with various boards in 1992, and with the RGB in 2008. Members and staff then thanked
10 Harrington for all his good and lengthy years of work.
11

12 11. Other: Noting presented.
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14 At 7:00pm, **Kinney moved and MacDonald seconded a motion to adjourn and the motion passed**
15 **unanimously.**