

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **Regional Governing Board Meeting Minutes: Monday, May 11, 2020, Zoom Online Meeting**
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4 **RGB members present:** Art Haytko, Leon Johnson, Jackie Kelly, Edward Letourneau, John MacDonald,
5 Michael Munson, Kenneth Swierad, Todd Siclari and Dane Whitman
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7 **CDC represented** by: Michael Lawler, Superintendent/Director; Meg Honsinger, Assistant Director;
8 Rebecca Tattersall, Business Manager; Rob Bahny, Workplace and Education Training Coordinator
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10 Audience: W. Klein, CDC Work Based Learning Coordinator
11

12 **Recorder:** Sandra Redding, Administrative Assistant to the Superintendent
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14 Meeting was called to order by Chair John MacDonald at 10:05AM. He welcomed all to this online Zoom
15 format due to current circumstances and asked for any public comments. Hearing none, the group
16 moved on to the consent agenda:

- 17 • Minutes from the April 13th, 2020 full board online meeting were unanimously approved after
18 motions from L. Johnson and K. Swierad.
- 19 • Payroll warrants were approved by unanimous vote after motions from E. Letourneau and L.
20 Johnson.
- 21 • Vendor warrants were approved by unanimous vote after motions from K. Swierad and L.
22 Johnson. It was noted that the warrants had been signed in office by board Clerk, J. Kelly earlier
23 in the month so checks could be sent out. A question concerning use/movement of CDC funds to
24 assist budgetary needs in this time of uncertainty will be addressed by Supt. Lawler later in the
25 meeting.
- 26 • Business office documents were reviewed and approved with no comments, unanimous vote
27 after motions by K. Swierad and L. Johnson.

28 Leon Johnson inquired as to how committee meetings should go forth. The Zoom meeting format will be
29 used until the school building is opened up for in-person meetings. Board members are invited to sign up
30 for a committee(s) of interest. It was suggested that some form of training being arranged for the general
31 public that might want to attend online Zoom board meetings. This board will meet in June, then usually
32 not till August, but that could change depending on any decisions that might need to be made because of
33 current circumstances.
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35 Supt. Lawler arranged for a viewing of a GNAT news project video, "Hands to Remote", that showcased
36 CDC programs and experiences. Very well done and informative program. Hard to believe we are two
37 months into this current situation with online learning. About one month remaining for this year's classes.
38 We can expect to see the fall school format looking very different. Social distancing, transportation and
39 lunches will have to be re-thought.
40

41 The CDC Awards program will not happen in the same manner as the past. Plans are in the works for
42 celebrating our CDC graduates and publically acknowledging their achievements. Certificates, awards
43 and scholarships will still be presented but in a video format. Several CDC faculty and staff are involved
44 in this process and look forward to creating a special program for this year's grads.
45

46 Lawler shared with the group that student participation with the online classes has been pretty decent, but
47 just like past in-room classroom experiences, there will always be those students who choose not to
48 participate. Our teachers along with guidance and tech support personnel, spend a great deal of time
49 reaching out to all students to determine any issues they may be having. We try to create an even
50 playing field for all. The Agency of Education has been very lenient for attendance purposes due to the
51 present crisis. Teachers are spending much more time and effort to help students who can be
52 overwhelmed with online work assignments. Teachers have been very flexible with their time to assist
53 students at all hours of the day/evening. The CDC students are especially challenged because they are
54 working with their own sending school's schedule and requirements as well as ours at the CDC. Students
55 and teachers are adapting quite well as they adjust to these new requirements that are somewhat fluid.
56 Supt. Lawler also spends a great deal of time, energy and effort creating and re-creating the ongoing

1 newly required plans, etc. for the state. It can be a tiring and frustrating experience as constant changes
2 seem to come almost daily. He feels the CDC is in pretty strong shape both financially and academically,
3 but with the future yet-to-be determined opening of school plans, everything is a work in progress. Also,
4 with state funding an unknown at this time, future plans may have to be scaled back a bit. Contract
5 negotiations are still on hold with deadlines looming.

6
7 Rebecca Tattersall, Business manager, shared that current cash flow is tight; may have to slim down
8 2021/20220 budget, but it will be tough as we already maintain a tight budget; we provide a quality
9 education for a very low price to our districts; our board has always appreciated and supported our
10 expenditures for students; there are funds available in the reserve fund that might be available if need be;
11 money set aside for events/trips/teacher professional development/training that has not or might not be
12 used in the coming year might be re-assigned if need be. This board may need to meet before the next
13 planned June meeting if important situations require.

14
15 Jackie Kelly asked about school/student competitions and field trips. At this time, all have been
16 cancelled. Our Culinary students participated in a virtual competition and placed first, we are proud to
17 announce.

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19 Ed Letourneau mentioned that the state anticipates up to a 25% budget shortfall due to present
20 circumstances. It was suggested that we might have to go line by line to reduce our upcoming budget.
21 We will await more information from the state concerning this.

22
23 Leon Johnson inquired as to the Adult Education classes and where they stand. Rob Bahny, Workforce
24 and Education Training Coordinator shared:

- 25 • Department of Labor hosting an online meeting June 1 to update situation re: possible ramp-up,
26 re-training help, online upgrades/training and jobs available
- 27 • EMT-now has permission for students to attend in-person classes; about to finish up
- 28 • LNA-nearing end of this cohort; much work done online with state approval, provisional licensing
29 provided by state, 30 hours clinical will be done on the job, then testing will be done in June.
30 Almost all in this class already employed
- 31 • No other adult programs running at this time
- 32 • CDL simulator has arrived and is setup in the old engineering space along-side the small engine
33 repair area on the bottom floor of the CDC; quite an impressive piece of equipment; setup just like
34 our big-rig cab, "Big Red"; can simulate safely many emergency driving experiences for students
35

36 Dane Whitman heard that missed school time might be made up over breaks or early scheduling of the
37 start of school. No info from state on that yet and we will be watching our sending schools to see what
38 they will be planning.

39
40 Board members are invited to make known their committee preference and the chair will setup the board
41 committees.

42
43 Supt. Lawler noted that order for tablets/laptops for the board members are on hold for the time being.

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45 Meeting adjourned at 10:59AM with motions from L. Johnson and E. Letourneau. Unanimous.
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