

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **Regional Governing Board Meeting Minutes: Monday, June 8, 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, Fran Kinney, Jon Gauthier and Dane Whitman
6

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: Bennington Banner, CAT-TV
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 May 11th, 2020 full board online meeting were unanimously approved after a
18 correction request by D. Whitman: page 2, line 36: "that missed school time might be made up
19 over breaks or early scheduling of the start of school."
 - 20 ○ **Change** "Dane Whitman heard that in-person graduation might be delayed or changed."
21 ○ Minutes were unanimously approved with the correction.
- 22 • Payroll warrants were approved by unanimous vote after motions from F. Kinney and L.
23 Johnson.
- 24 • Vendor warrants were approved by unanimous vote after motions from F. Kinney and L.
25 Johnson. A question was asked concerning who/what was the vendor "Tyler Tech." This vendor
26 deals with our Infinite Visions program.
- 27 • Business Manager, Rebecca Tattersall, informed the group that she was setting up an online
28 document signing program for warrants. She would have further information on that for board
29 members soon. This will save on members needing to physically come into the building to
30 approve/sign warrants/documents.
- 31 • Business office documents were reviewed and approved with no comments, unanimous vote
32 after motions by F. Kinney and M. Munson.
33

34 Ed Letourneau, chair of the Finance Committee, gave an update on the June 5th meeting. Please see the
35 minutes from the Finance Committee meeting for details. Rebecca Tattersall shared that she has no new
36 information as of right now. The business office and administration are preparing scenarios for several
37 possibilities concerning our budget. There are not a lot of areas available to cut as we are pretty bare
38 bones right now. We want to have as little as possible change to student needs and staffing. If the
39 decrease in funds gets near 30%, we may have to consider borrowing from reserve accounts which the
40 voters have given approval to in the past even though we have not ever had the need. We hope it does
41 not come to that.
42

43 Supt. Lawler shared with the board that the SWVEA and ESP unions have agreed to a pay freeze with no
44 raises for a year as long as there are no reductions in staffing, (RIF). These contracts need to be
45 approved by all the school boards in the area. This will amount to some savings for our district from the
46 SWVEA; not so much in the ESP as we have a small number of staff in that area. We are trying to do the
47 best possible job with the least reductions and maintain the integrity of our programs and school.
48 The Board will need to ratify the draft contracts when the language is complete. Tattersall added that if
49 the financial picture changes for the positive, which is doubtful, we can have another look at the budget.
50 Jackie Kelly thanked all involved in the contract and budget pieces for their hard work and cooperation in
51 this difficult time. Some board members felt they would like to see the actual draft before voting, but as it
52 is difficult to share some documents in an online setting, the group decided to go ahead with voting on the
53 draft as suggested by Lawler with the possibility of convening a brief online meeting in the near future if
54 need be to discuss/accept any further changes. Letourneau noted that he was confident in the actions of
55 SVSU and Supt. Culkeen along with the lawyers as he has participated in this process for quite a while

1 now. Motion was made by F. Kinney, second by E. Letourneau to vote/accept this draft as presented at
2 this time. Motion carried.

3
4 Lawler informed the board that we have two resignations, Allison Rogge, Administrator of the LNA
5 Program and Jaime Lyn Schmidt, Culinary Arts Instructor. Both resignations were accepted with regret
6 and warm wishes were extended to both as they continue on their paths. Rob Bahny noted that Ms.
7 Rogge was a constant advocate for the LNA program and worked very hard to build a strong reputation in
8 the community which has helped the enrollment for the past and future. She has brought polish and a
9 high quality of expectations to this program and we truly thank her for all her endeavors on the CDC's
10 behalf. Ms. Schmidt has worked to create a very strong Culinary Program at the CDC. Her students
11 have performed very well in many competitions and won honors and scholarships with her guidance.
12 Many people in this community have enjoyed the wonderful lunches created by her students for the past
13 several years and she will be sorely missed. Both positions have been posted and advertised with online
14 interviews expected to commence in a few weeks.

15
16 Supt. Lawler updated the board concerning the past several months of activity at the CDC; the continued
17 interactions/meetings with state officials/groups; year-end schedules and activities; plans for the future,
18 etc. Friday, June 12, students will be done and on their way. The following week will be dedicated to
19 receiving materials from students, entering grades and state data, cleaning out/returning any belongings
20 of students and preparing the classrooms/labs for the summer cleaning schedule. Lawler extended his
21 appreciation to all our teachers and paras for the extra work and effort that went way beyond usual duties.
22 He has been very impressed with the volume of work and caring that went into this unusual year. It is
23 very odd to have no real closure of the school year and we all miss the interaction and sharing that
24 usually occurs.

25
26 Our CDC Awards Event this year was an online event prepared by our Video teacher, Ryan Scutt along
27 with assistance from teachers and staff. This was a very well done and well received production seen
28 throughout our community on Facebook. Instead of just a few hundred people seeing the event as is
29 usual, it was experienced by thousands of viewers. This crisis has shown there are many ways to reach
30 out to students, families and community.

31
32 We are in the process of closing classrooms for the summer with faculty/staff coming in and out of the
33 building for the time being. New radios have been installed in all our vehicles, so we are prepared for the
34 coming years in our ability to reach our instructors and students when they are out in the field. GPS
35 technology is included as well. We will not be doing any large scale repair projects in the near future, just
36 making repairs to keep property safe for all to use. Lawler thanked the board for the continued support
37 from them as we continue to strive to serve our students and community to the best of our abilities. We
38 do not know what next year looks like at this time, but we are over-enrolled in some programs which is a
39 good problem to have. Lawler has been in constant contact with the state AoE to prepare for whatever
40 changes may be coming our way. We are not aware of what the next school year may look like yet.
41 Lawler will keep everyone in the loop as he has information given to him.

42
43 Lawler shared that there are seven non-union contracts that need to be revised for the coming year as
44 well as the superintendent's evaluation. The board voted to go into executive session with motions by F.
45 Kinney and M. Munson. Unanimous at 10:52 AM. Lawler explained that he would be creating breakout
46 rooms online in the Zoom format for the meeting.

47
48 Board returned at 12:22PM and returned to open session. It was announced that the office staff would be
49 accepting a pay freeze with decreased hours for one year:

- 50 • Education and Outreach Coordinator
- 51 • Assistant Business Manager
- 52 • Student Database
- 53 • Administrative Assistant to the Superintendent
- 54 • IT

55 Motion by F. Kinney and L. Johnson to accept all as presented. Unanimous vote.

- 1 • Assistant Director, 3 year contract:
2 Motion by L. Johnson and J. MacDonald to accept as presented. Unanimous.
- 3 • Superintendent Evaluation-5 goals set by committee; 3 year contract with 1 year freeze in pay
4 Motion by L. Johnson and F. Kinney to accept as presented. Unanimous.
- 5 • Non-personnel issue: Growing Upright Daycare lease, extend 1 year at current rate
6 Motion by L. Johnson and F. Kinney to accept as presented. Unanimous.

7
8 Board chair, John MacDonald, expressed his thanks for a job well done by Supt. Lawler and his staff in
9 these difficult times. He felt that the situation has been handled well by administration, staff and faculty
10 throughout this exceptionally trying year's end. Supt. Lawler in return thanked the board for their
11 steadfast support.

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13 Motion to adjourn by F. Kinney and M. Munson at 12:30PM. Unanimous.
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