

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **Regional Governing Board Meeting Minutes: Monday, September 14, 2020, Zoom Online Meeting**
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4 **RGB members present:** Art Haytko, Leon Johnson, Jackie Kelly, Edward Letourneau, Michael Munson,
5 Kenneth Swierad, Todd Siclari, Dane Whitman and John MacDonald at 10:15AM
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7 **CDC represented** by: Michael Lawler, Superintendent/Director; Meg Honsinger, Assistant Director;
8 Rebecca Tattersall, Business Manager and Rob Bahny, Workforce and Education Training Coordinator
9

10 Audience: CAT-TV
11

12 **Recorder:** Sandra Redding, Administrative Assistant to the Superintendent
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14 Meeting was called to order by Vice-Chair Michael Munson at 10:05AM. He welcomed all to this online
15 Zoom 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 August 10th, 2020 full board online meeting were unanimously approved.
- 18 • Payroll and Vendor warrants were unanimously approved
- 19 • Business Office and Treasurer's Reports were presented for discussion and/or questions.
20 Questions concerning funding from state sources were asked and Supt. Lawler explained that
21 because of "language issues" in funding for tech centers was unclear, the Agency of Education
22 was in the process of adjusting possible funding as we speak. There may be more money
23 available in the pipeline for us. Concern was noted as to how our budget is holding up regarding
24 expenses due to the pandemic and whether we are actually spending less due to no
25 transportation, no field trips and no travelling for professional development. Lawler shared that
26 we are about even to last year due to additional safety and building upgrades that are needed for
27 preparation to receive students. Dane Whitman told the group that the state budget re:
28 education did pass and will go to the Senate with an increase of 5% to the tune of \$14.8 million
29 and the governor is in favor. The board then accepted the business office and treasurer's
30 reports as presented.
- 31 • Rebecca Tattersall explained how the warrants are approved online and that the business office
32 documents could be found in the drop box for board members.
- 33 • There were no committee reports.

34 Rob Bahny updated the board on adult education.

- 35 • CDL-started classes on 8/24 with 4 students. Lawler displayed pictures of the CDL training
36 simulator that is operational for SW Tech. The simulator is setup just like our big training rig,
37 "Big Red." Dave Dence, CDL instructor, is very pleased with this training equipment.
- 38 • LNA-started classes on 9/8 with 7 students
- 39 • Driver's Education started 9/15 with 10 student
- 40 • CNC may run a class in October
- 41 • Culinary may schedule holiday classes later in the semester
- 42 • There has been no uptick in online classes for adult ed noted at this time.

43 Supt. Lawler provided the following information:

- 44 • Remote learning for all students began 9/8/2020
- 45 • In-person classes for Year 2 students will begin 9/21/2020 following a 4 day, 2 hour schedule with
46 proper social distancing, wearing of face coverings, assigned seating in buses and classrooms,
47 temperature checks. No students in-house on Wednesday, however attendance will be taken for
48 students and personnel are expected to be in the building working; Safety for students as well as
49 faculty/staff is top priority.
- 50 • Desks will all face in one direction in the classroom; students will stay in their room for the entire
51 time; water will be provided in classrooms; bathrooms will be assigned for each class to use,
52 (most of our programs have bathroom in class/lab area)
- 53 • Procedures for entering and departing school have been established to provide proper distancing
54 for all; front lobby set-up for screening of students and personnel will be in place per state

1 guidelines; isolation room has been setup directly off the lobby with proper PPE and following
2 state guidelines

- 3 • “Safe handles” have been placed throughout the building; vehicles have new air filtration systems
4 installed along with state guideline PPE protocols and procedures; windows will need to be open
5 in both vehicles and classrooms
- 6 • Our faculty/staff have responded very well to this hybrid schedule during the pandemic. All are
7 glad to be back and participating and we highly anticipate the return of students to our building.
8 We have had almost 100% involvement by personnel as we prepare for this challenging year.
9 We are offering several new methods of contacting and communicating with students and
10 families. The tech connections have been an ongoing challenge as we work with several other
11 schools and one other state beyond Vermont. We are working diligently to provide all the
12 information needed and solve any problems as they arise.
- 13 • We note that our schedule varies slightly from MAU’s, but we are working to align as best as we
14 can. Our short block introductory classes are filled for this semester and we look forward to
15 receiving those students.
- 16 • Our transportation vehicles have been tagged with the new SW Tech logos as we progress with
17 our re-branding
- 18 • Supt. Lawler explained our “Alien Invasion” equipment: cameras, tripods and associated tools
19 which went to every program to assist our teachers as they initiate online and hands-on tech
20 training. This creates a portable teaching system as we navigate this pandemic. Our para-
21 educators have been trained in use of this equipment so that they can assist program teachers.
22 Paras have also been trained in PPE use and all the state guidelines as are necessary at this
23 time.
- 24 • The Manufacturing Program open position has not been filled at this point. We are still seeking a
25 suitable candidate. For the time being, our Para, Tim Mullen, who has been the assistant in this
26 program for the last few years, is stepping up to be the instructor in the room. We appreciate all
27 the time and extra work Tim has done to assist us in this way. The program has good numbers
28 and we plan on keeping it active.

29 Becky Tattersall noted that we need to move the date for the October meeting as the usual second
30 Monday is a holiday. The group agreed to move the meeting to Monday, October 19, 2020, 10AM online.
31 We will continue with online for the near future as we do not have a large enough space for proper social
32 distancing. No one except school personnel, students and approved vendors are allowed in the building.
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34 Meeting adjourned at 11:05 by unanimous vote.