

1 **Southwest Vermont Regional Technical School District (SVRTSD)**  
2 **Regional Governing Board Meeting Minutes: Monday, November 8, 2021, Zoom Online Meeting**  
3 **and in-person**

4  
5 **RGB members present:** Michael Cutler, Asher Edelson, Art Haytko, Leon Johnson, Jackie Kelly, Francis  
6 Kinney, John MacDonald, Ken Swierad, Anthony (TJ) Williams and Dane Whitman

7  
8 **CDC represented** by: Michael Lawler, Superintendent/Director; Meg Honsinger, Assistant Director and  
9 Rebecca Tattersall, Business Manager

10 Audience: CAT-TV

11  
12  
13 **Recorder:** Sandra Redding, Administrative Assistant to the Superintendent

14  
15 Meeting was called to order by Board Vice-Chair, Leon Johnson at 10:04am. He welcomed the public and  
16 asked for comments, changes/additions to agenda. None being heard, he presented the agenda for  
17 approval. Motions made by F. Kinney and K. Swierad to accept agenda as presented. Vote was  
18 unanimous. Chair MacDonald then continued with leadership of this meeting. There were no public  
19 comments. Consent agenda was presented for discussion and approval:

- 20 • Minutes from RGB Full Board meeting, October 18, 2021 were unanimously approved after  
21 motions from F. Kinney and K. Swierad.
- 22 • Payroll Warrant #1016 was unanimously approved after motions from L. Johnson and F. Kinney
- 23 • Vendor Warrant #1015 was approved after motions from L. Johnson and F. Kinney with one  
24 abstention, M. Cutler
- 25 • Treasurer's Report and Business Office documents were unanimously approved after motions  
26 from F. Kinney and K. Swierad

27  
28 The Education/Facilities Committee Chair, Jackie Kelly, gave summary report of the discussions that took  
29 place at the previous joint meeting of that committee and Finance Committee. She noted that SW Tech is  
30 researching expansion into the Northshire which will take some time and additional financial support. See  
31 minutes from Joint Committees Meeting, Thursday, October 28, 2021 for details.

32 Finance Committee Chair, K. Swierad, reported that the administration presented the SW Tech  
33 preliminary YR 23 operating budget request with an anticipated increase of 8.1% The joint committees  
34 requested that the administration and business office work together to reduce as much as possible  
35 without adversely affecting students and programs and return with a budget increase of no more than 3-  
36 4%. Further details are recorded in minutes from this joint meeting.

37  
38 Business Manager Tattersall shared a Powerpoint presentation with the full board that had been  
39 discussed earlier today at a Finance Committee meeting. With a great deal of care and consideration, the  
40 administrative team succeeded in reducing the YR23 budget request to a 3.79% increase. This creates a  
41 request for \$4,227,688 operating budget to go before the taxpayers. Preliminary tuition would be in the  
42 area of \$23, 998 which equates to a per pupil cost for the year at SW Tech of \$5,550. This is the actual  
43 amount paid by the towns in the district for each of their students attending SW Tech after all state funds  
44 are applied to the tuition figure. The tuition amount could vary slightly depending on the final figure of  
45 state monies available to us. Supt. Lawler noted that we must get our budget ready as early as possible  
46 so that our sending schools will have accurate info to develop their budgets. We have worked extremely  
47 hard at keeping costs to the taxpayer down as much as possible, but do to many special and unavoidable  
48 circumstances, costs are rising in almost every sector. D. Whitman inquired as to how our present  
49 enrollment might affect the budget. Supt. Lawler explained how the six semester rolling average affects  
50 us which is different from the usual "how many students in the seats" approach which is how most  
51 schools operate. Tech schools function under different criteria, basically on FTEs, (full time equivalent)  
52 accounting of students for tuition reimbursement. Lawler also shared that there is some possible state  
53 legislation being discussed concerning "hold harmless" due to Covid when it comes to counting student  
54 numbers for tuition in the past few years. More info on that will be forthcoming.

1 With motions from F. Kinney and J. Kelly, the board unanimously approved the budget as presented  
2 today for YR2023 by Tattersall and administration, \$4,227,688, an increase of 3.79%. The board  
3 congratulated Lawler and Tattersall for their diligent, caring and responsible work to our district taxpayers,  
4 students/faculty and staff. Our school and the many successful programs will not suffer due to the  
5 generosity of our board and community. We are grateful for their continued support.  
6  
7 With motions from F. Kinney and M. Cutler, the announced tuition rate of \$23,998 FY2023 was  
8 unanimously approved by the board. If there are any changes due to state reimbursements, Tattersall  
9 will bring that information to the next board meeting.  
10  
11 It was requested that the Superintendent's Evaluation be placed on the agenda for next month's meeting.  
12 The committee will meet at 9:30AM just before the December 13<sup>th</sup> full board meeting.  
13  
14 Chair MacDonald thanked everyone involved for their prudence and patience in keeping the increases as  
15 low as possible without damaging any programs or education for our students.  
16  
17 Supt. Lawler commented on the very forward thinking and positive discussions in the past few meetings  
18 as SW Tech makes plans for future development. Expansion into the Northshire will take a great deal of  
19 planning and financial consideration to do the job right. The administration with the board's assistance  
20 will continue to research all possibilities. Lawler shared that our Perkins Grant is just about in its final  
21 approval stage with the state. This grant adds about \$200,000. to our receivables. The Perkins funds  
22 have very specific categories for spending so we must carefully adapt to the present formula. The  
23 Recovery Plan required by the state this year is also near approval. There is always some back and forth  
24 as the details are ironed out. We have established EST, SEL and other focus teams in our school to  
25 continue working towards positive, forward social engagement for all.  
26  
27 Supt. Lawler shared with the board and public what he could concerning the recent school event that  
28 occurred on this campus. The many drills practiced with students and staff assured that things went as  
29 smoothly as possible and that all students and personnel were kept safe. The primary function is to  
30 always protect students and staff as much as possible and this was accomplished.  
31  
32 L. Johnson requested minutes from last Joint Education/facilities and Finance Committees meeting be  
33 placed on agenda for approval. All committee minutes are placed on full board agenda when they have  
34 been approved in committee first. This will be acted upon.  
35  
36 With no further business noted, the board adjourned at 11:04am with motions by F. Kinney and L.  
37 Johnson. Unanimously approved.