

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **Regional Governing Board Meeting Minutes: Monday, December 13, 2021, Zoom Online Meeting**
3

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

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

10 Audience: CAT-TV
11

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

14 Meeting was called to order by Board Chair, John MacDonald at 10am. He welcomed the public and
15 asked for public comments. None being heard, Supt. Lawler requested that his Superintendent's Report
16 be moved to the beginning of this meeting as he must leave for an appointment. Upon approval, he
17 shared the following with the board and the public:

- 18 • Concerning the recent flood event(s) that occurred at SW Tech on November 28th, the first event
19 was discovered mid-day by a SW Tech para who called in assistance immediately. Maintenance
20 staff, Building Supervisor, Tony Donofrio and Supt. Lawler were on scene in a very short time.
21 Several inches of water was evident on the main floor in the office areas and hallways as well as
22 on the bottom floor in the campus store, the accounting/finance classroom, hallways and Atrium
23 area. ServePro was contacted and arrived in a timely manner to begin the cleanup. It was
24 evident that SW Tech would not be able to accept students for the following day, so Supt. Lawler
25 made appropriate notifications and plans for the coming school day. Move on to Monday,
26 November 29, first thing in the morning, maintenance staff upon arrival for the day, discovered
27 water streaming from the top floor Business Program classroom out into the hallways, pouring
28 thru to main floor Assembly Room/Faculty Lounge/Copier area and connected hallways and
29 finally, all the way down thru to the bottom floor Video Program classroom and storage area! This
30 affected electrical systems and fire alarm systems throughout the entire campus, so, even though
31 appropriate plans had been made for students, the decision was made by the superintendents of
32 both school districts and the building super to send students home and close the building for
33 occupancy until it was deemed safe for all to return. ServePro was, of course, updated with the
34 new pressing needs of our school and again, responded very quickly with an army of workers and
35 equipment. We estimate at least 14 spaces were heavily damaged and will need significant
36 removal and renovation. Obviously, this is going to take a great deal of time, so SW Tech
37 personnel have been making the necessary adjustments to continue the expected high quality
38 educational experiences for our students. All students returned to the campus on Wednesday,
39 December 1. Some classroom areas were moved and students have been very cooperative and
40 flexible as we continue to make plans for repair work. SW Tech personnel have gone above and
41 beyond as they always do, to create and serve our students and community. Thank you, one and
42 all, for your assistance and professionalism. Financially, as we lease from Mount Anthony Union
43 High School, we will work with their insurance adjusters on building concerns as well as our own
44 adjuster for contents replacement. Business Manager, Rebecca Tattersall, shared that the
45 deductible for the district would be \$2500. The board indicated their thanks to all who assisted
46 and promised continued support for the remediation process. Fran Kinney noted that there is an
47 ongoing study of the entire building in progress by Mount Anthony Union High School.

48 Lawler informed the board that the results from the statewide testing for Work Keys is complete and we
49 should have results next month. He thanked Meg Honsinger, Lisa Harrington and Dave Dutcher for their
50 dedicated work to complete this project for our school. Also, he was pleased to announce that our
51 Perkins Grant was approved in the amount of \$250,000.
52

53 Lawler then presented the emergency nomination for the Manufacturing Instructor, Timothy Mullen.
54 Mullen, who is a Para/Tech Specialist for us, has been filling the instructor's position for over a year. We
55 have been very fortunate to have such a qualified and dedicated individual to carry the program. His

1 emergency license will expire in June 2022. With motions from F. Kinney and L. Johnson, the nomination
2 was approved unanimously.
3

4 The chair then requested motions concerning:

- 5 • **Minutes** from the **November 8, 2021 RGB Full Board meeting**. Motions by D. Whitman and J.
6 Kelly were unanimously approved by the group.
7
- 8 • **Minutes from RGB Joint Education/Facilities and Finance Committee meeting**, Thursday,
9 October 28, 2021 were unanimously approved after motions from F. Kinney and K. Swierad.
10
- 11 • **Minutes from the RGB Finance Committee meeting**, Monday, November 8, 2021 were
12 unanimously approved after motions from F. Kinney and L. Johnson.
13
- 14 • Motions for approval of Payroll Warrants by F. Kinney and K. Swierad were unanimously
15 approved by the group.
16
- 17 • Motions for approval of Vendor Warrants by F. Kinney and K. Swierad were unanimously
18 approved by the group. L. Johnson inquired a \$6,750 expense on #1020, page 11. Business
19 Manager Tattersall explained that this expense is a covered cost by Perkins concerning help with
20 training new teachers among other obligations. This is a yearly trade off. K. Swierad was
21 interested in campus store expenses and revenues. The store operates like any other business
22 and follows good business procedures. Of course, the store will operate on a more limited basis
23 due to the flooding that occurred in that area. D. Whitman asked about uniform cleaning costs
24 that occur in the warrants. Some uniforms such as those worn in the Auto and Culinary programs
25 need professional cleaning. We also purchased a number of uniforms that will be re-used year to
26 year. This year, we also replaced uniforms with the old CDC logo with our new SW Tech logo.
27
- 28 • As there were no questions or concerns on the business office documents, with motions from
29 Kinney and Swierad, the documents were unanimously approved.
30

31 Board Chair MacDonald informed the board of the superintendent's evaluation which has been completed
32 by the executive committee. After one extensive meeting with Supt. Lawler and a follow-up, the
33 committee was pleased to share with the full board that Lawler has performed and completed specific
34 goals as requested. He also submitted a self-evaluation for consideration. The committee was not dis-
35 satisfied with any parts of the process, so they were pleased to recommend that Supt. Lawler's evaluation
36 be approved. Motions by Johnson and Kelly were unanimously supported by the gathered members.
37 Board members commented on the great job Lawler has done in difficult times and how well he has led
38 his staff members thru the continued Covid crisis. As he is in year 2 of a 3 year contract, no further action
39 was needed.
40

41 Business Manager Tattersall shared with the board that we have received 2 bids for purchase of a school
42 bus. With some discussion re:

- 43 • Cost differences
- 44 • Where money was coming from,(Reserve Fund)
- 45 • Undercoating issues vs oiled
- 46 • Delivery time of vehicle
- 47 • Emissions
- 48 • Satellite/tech run busses
- 49 • Electric and charging station issues
- 50 • Possible state grants available

51 After vigorous discussion, motions from F. Kinney and L. Johnson to approve the bid of \$66,375 for the
52 Datco offer were unanimously approved. This should leave an approximate balance in the reserve fund of
53 \$86,000.
54

1 Chair MacDonald reiterated his support and thanks for the continued good works that are ongoing at SW
2 Tech. He noted that all the hard work to keep the Tech Center going was very obvious and much
3 appreciated. Even with the recent troublesome flood, our school personnel worked vigorously to keep
4 students onsite and active in their programs. Teamwork is evident as we continue to reach out and
5 engage our community.

6
7 Policy committee chair, L. Johnson, announced that the policy committee will hold off until January and
8 he will work with staff to set-up the next meeting.

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10 It is just about time for board members to consider re-election. Haytko, Johnson, Kinney and Swierad are
11 up for re-election in 2022. Contact the town office for necessary paperwork.

12
13 With no other business at this time, motions by Kinney and Swierad to adjourn were unanimously
14 approved at 10:57AM.