

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **Regional Governing Board Meeting Minutes: Monday, August 14, 2023, in-person and online**
3

4 **RGB members present:** A. Edelson, L. Johnson, T. Kane, J. Kelly, F. Kinney, K. Swierad and D.
5 Whitman. G. Sauer at 10:30AM. Online, C. Putney and M. Cutler; Absent TJ Williams
6

7 **CDC represented** by: Meg Honsinger, Assistant Director; Rebecca Tattersall, Business Manager and
8 John Lamson, Pre-law Instructor
9

10 Audience: RHR Smith & Company representative, Ms. Denton and CAT-TV
11

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

14 Meeting was called to order at 10:03AM by Chair K. Swierad. He welcomed all and asked for public
15 comments. Board member, C. Putney mentioned the fine work done by our building trades program
16 students under the direction of instructor, Brian Coon. A kiosk was built on Whipstock Road for the
17 Wildlife Management program and very much appreciated by users of the area. Also, building trades
18 students were responsible for work done at an area daycare on Harwood Hill as well as a project for the
19 Willow Park area. We have a strong connection to many projects in this community which speaks well for
20 this program. L. Johnson mentioned that we received a donation from one of these projects and the
21 board needs to vote to accept the money. This item was added to the action agenda.
22

23 The board had requested an oral update on our annual audit done by a new company, RHR Smith & Co.
24 Ms Denton, company rep, then presented to the board a summary of the audit. There is a hard copy
25 version for viewing if anyone wishes to see it. Ms. Denton thanked Tattersall for the excellent assistance
26 received throughout the audit process. This is a slow and detailed project with much time and effort
27 devoted to it. Tattersall responded that the new auditors were pleasant to work with and she looked
28 forward to seeing them again next year. Johnson inquired if our general fund expenditures were in-line
29 with other schools similar to us. Denton responded that the expenditures seemed very reasonable and
30 appropriate for each program.

31 Consent agenda was presented for approval:

- 32 • Minutes from RGB Full Board Meeting, Monday, June 12, 2023
 - 33 ○ Motions from Kane and Johnson were unanimously approved
- 34 • Minutes from RGB Policy Committee Meeting, Monday, June 12, 2023
 - 35 ○ Motions from Kinney and Edelson were unanimously approved
- 36 • Payroll Warrants
 - 37 ○ Motions from Kinney and Edelson were unanimously approved
- 38 • Vendor Warrants
 - 39 ○ Motions from Kinney and Edelson with unanimous approved

40 Swierad had a question concerning the monthly rent paid to Mt. Anthony. Tattersall explained how our lease
41 agreement works. Also, Tattersall mentioned that the new chairs, cameras and video equipment were covered by
42 monies received from the flood damage insurance of which there was no deductible we had to pay.
43

44 Business office documents were accepted as presented in drop box.
45

46 Action items:

- 47 ○ Motions made by Kinney and Johnson to accept \$500. donation check for appreciation of work done by the
48 building trades program was unanimously approved.
- 49 ○ The Consortium Agreement was discussed which is a basic agreement to participate in a sharing of funds out
50 of our Perkins grant to support the CTSOs our students participate in and also receive assistance from. We
51 participate in this every year with the board's approval and backing. With motions from Johnson and Edelson,
52 the vote was unanimous to continue this involvement with the Consortium Agreement.
- 53 ○ Tattersall next presented the nomination for a long term sub to cover the absence of our work based learning
54 coordinator. Melany Letourneau will receive salary and benefits while assuming this temporary absence due
55 to illness. With motions from Kinney and Johnson, the nomination was unanimously approved.
56

- 1 • Two new policies suggested by the state concerning **Fire and Emergency Preparedness Drills** and
2 **Access Control and Visitor Management** were presented for discussion. At the policy committee meeting
3 just preceding this meeting, the committee noted the changes that might be needed as well as the already in
4 place policies that encompass the spirit of the suggested state policies. The Fire and Emergency
5 Preparedness Drills policy should be numbered 3400C for our policy book and the Access Control and Visitor
6 Management policy 3410C. **Policy #3400C can stand as written** and with motions from Kinney and Kelly,
7 was unanimously approved for warning. **Policy 3410C should strike under #2 lines "a" and "i"** With
8 those lines eliminated, the board, with motions from Johnson and Kinney and unanimous vote, approved this
9 policy for warning. Both policies will be placed on September's full board agenda for adoption. It was noted
10 that we have in place at SW Tech strong "emergency preparedness" and "visitors to the facility" policies. The
11 addition of the suggested new policies will enhance what is in place.
12

13 A.D. Honsinger shared with the board the ongoing preparations for the start of school. Classrooms and public areas
14 are being cleaned and prepared. We have a full lineup of faculty and staff. Teachers will have two days when reporting
15 to school on Monday, August 28, 2023 to setup classrooms and work with paras to insure safe and resourceful lab
16 areas.
17

18 Chair Swierad shared that the state health insurance has increased again. There have been increases every year and
19 we have no control over the insurance that is offered or the cost. Hopefully, that changes in the future. Swierad
20 reminded board members about the VSBA conference at Lake Morey in October. Costs to attend are covered by the
21 school, so board members should try to attend this very informative conference. See Becky Tattersall if interested.
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23 With no other business before this board, motions from Kinney and Edelson to adjourn at 10:40AM were unanimously
24 approved.
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