

1 **Southwest Vermont Regional Technical School District (SVRTSD)**

2 **Regional Governing Board Meeting Minutes: Monday, October 16, 2023, in-person and online**

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4 **RGB members present:** M. Cutler, A. Edelson, L. Johnson, J. Kelly, F. Kinney, K. Swierad and A.J. Williams. Online: C. Putney

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7 **SWT represented** by: Michael Lawler, Superintendent/ Director; Rob Bahny, Workshop and Education Training Coordinator and Rebecca Tattersall, Business Manager

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10 Audience: CAT-TV

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

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14 Meeting was called to order at 10:010AM noting no audience or comments. Supt. Lawler invited board members to accompany him on a tour of SW Tech's Culinary Program. The group proceeded to that area with Lawler providing a visual to those online. The meeting resumed at 10:30AM in the Assembly Room. The consent agenda was presented for approval:

- 15 • Full Board minutes from September 11, 2023 were approved by unanimous consent after motions from
- 16 Kinney and Edelson.
- 17 • Payroll Warrants were unanimously approved with motions from Kinney and Edelson.
- 18 • Vendor Warrants were unanimously approved with motions from Kinney and Edelson. A question concerning
- 19 professional development costs was asked and answered to the satisfaction of the board.
- 20 • Documents presented by the business office were noted with no questions/concerns.

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25 **Committee reports:**

- 26 • The Executive Committee reported that a meeting was held with the superintendent to go over/set goals for
- 27 the coming year. Topics discussed:
  - 28 ○ Assessment of programs/faculty/staff
  - 29 ○ RAVE-emergency readiness and response progress
  - 30 ○ Work Keys testing and results
  - 31 ○ System for tracking in-house licensing; state requirements are cumbersome
  - 32 ○ SWTech website completion-just about ready to go live; needs clean-up and a little more prep
  - 33 ○ Mandated state reporting of student's post-graduation progress at 6 months and 3 years is hit or miss
  - 34 due to tracking of graduates; need better reporting of contact information.
- 35 • Joint Education/Facilities and Finance Committees:
  - 36 ○ Chairs Kinney of Finance and re-elected Chair Williams of Education/Facilities shared the following:
    - 37 ▪ Timeline for presenting/accepting FY2025 budget was presented and discussed. Finance
    - 38 will meet Monday November 6, 2023 at 11AM at SWTech.
    - 39 ▪ Allocation agreement with MAU was presented for discussion. More time and info needed.
    - 40 ▪ Welding upgrades in the Manufacturing area were presented w/discussion.
    - 41 ▪ Facility upcoming repairs/upgrades were discussed
- 42 • Policy Committee:
  - 43 ○ Chair Edelson informed the board that three policies were discussed and tabled for editing and
  - 44 discussion at the next policy committee meeting in November. Pre-Law Instructor, John Lamson
  - 45 who is advisor to this committee, will research further, make any edits and present clean copy at that
  - 46 time. We will endeavor to provide the work product to the committee in appropriate time for study.
  - 47 Next meeting right before full board, November 13.

48 **Action Items:**

- 49 • Cosmetology Field Trip-after some discussion about funds and fund raising, the board unanimously approved
- 50 the out of state/overnight trip to New Hampshire unanimously with motions from Kinney and Cutler.
  - 51 ○ Adult Education Update- R. Bahny Adult Coordinator, shared the following; his student count
  - 52 goal for upcoming year-110 students broken down by 85 in-person and 25 online
  - 53 ○ As of 7/1/23, 100% of LNA students and 100% CDL students had passed their certifications
  - 54 ○ Heavy equipment class did not run due to dropouts and class structure issues
  - 55 ○ Computer Basic class running tonight almost full

- 1           o November will bring a welding class which is showing solid interest
- 2           o We expect to hold 2 more LNA classes, 1 more CDL and 1 CNC. There may be some other custom
- 3           classes added as requested/needed.
- 4           o Next year, adding a Massage Therapy Instructors course; strong interest, high demand and will be
- 5           credentialed.

- 6           • Bahny informed the board of a \$100,000 grant awarded to SWTech from Town of Bennington/HUD/BFFI
- 7           organizations. This will help us to provide training in food systems areas such as tractor repair and
- 8           maintenance, butchery and serve safe certification. In the spring, in conjunction with the VT AoT, we hope to
- 9           offer welding classes that will assist VTRANS students in their training programs. Several organizations are
- 10          working hard to retain a workforce and provide training for the local produce/farming/forestry industries in our
- 11          area. This starts with the development of the land for farming all the way thru the process that lands the
- 12          finished product on the plate of the consumer both at home and at a business in the community. What can we
- 13          do at SWTech to be a part of this process in a positive manner for the community and our students? We have
- 14          a solid forestry program with a very competent instructor who can be a center of this developing situation. We
- 15          might want to reach out to other area businesses/concerns especially in the agricultural field.
- 16          • Bahny was pleased to share the ongoing solid connection/partnership SWTech has with Kaman here in
- 17          Bennington. We have connections thru our Manufacturing, Culinary and Graphic Arts programs which have
- 18          worked to provide either product or service to Kaman. To that end, Bahny was able to secure a very special
- 19          event for students at SWTech. Weather permitting, the Kaman one person helicopter, K-MAX, will drop onto
- 20          our campus in about a week to show and share this very modern piece of equipment made right here in
- 21          Bennington. Students will learn about the machine's capabilities in several professional fields and occupations.
- 22          This will be a well-planned and scheduled event. Bahny will be connecting with Bennington Police and Fire
- 23          departments as well as security at both SWTech and MAU. Notice will be sent home and placed on
- 24          Facebook so parents/citizens will not be alarmed by the collection of emergency vehicles and the arrival of this
- 25          chopper. We are pleased to announce that with the Kaman Company and the Vermont Veterans Home, we
- 26          will be assisting and serving a dinner for veterans on November 13<sup>th</sup>. This is just one of the many partnerships
- 27          SWTech shares with businesses and companies in our community.

28 Supt. Lawler wrapped up the meeting with his report:

- 29          • Shared the Executive Committee discussed welding suites, our FY2025 budgeting process and allocation
- 30          agreement with MAU. He noted that the Work Keys testing required by the state is in process. This testing
- 31          requires many documents; tests include Applied Math and Graphic Literature. We had a good turnout; it's a
- 32          huge undertaking which still happens on paper, but will be totally electronic next year; it's disruptive and quite a
- 33          challenge. Lawler thanked M. Honsinger, L. Harrington and D. Dutcher for their tireless work to carry out this
- 34          process. The faculty and staff all assisted when requested and schedules were adapted to fit as needed.
- 35          • Lawler promised a snapshot for our fall enrollment at the next meeting
- 36          • Board member, L. Johnson asked that someone from the board be approved to vote as a representative
- 37          from SWTech at the VSBA meeting at Lake Morey. With nominations from Kinney and Cutler, the board
- 38          approved Johnson as rep from SWTech.
- 39          • Discussion ensued as to date and time of upcoming board meetings. Some are advocating for 4PM meetings
- 40          instead of morning so that all could attend, both members and public. Several felt they should consider holding
- 41          four months of the full board meetings at 4PM to see if this makes any difference. With motions from Cutler
- 42          and Johnson, the board unanimously agreed to a trial period of 4 months holding the full board meeting at
- 43          4PM and then, assess the results.
- 44          • Johnson mentioned he had spoken with former board member, Gloria Alexander and she wished to be
- 45          remembered to all. The board sends best wishes and a big "hello" back to her.

46 With no further business at this time, with motions from Kinney and Edelson, the board unanimously agreed to adjourn

47 at 11:15AM.

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