

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **Regional Governing Board Meeting Minutes: Monday, December 11, 2023, in-person and online**
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4 **RGB members present:** M. Cutler, A. Edelson, J. Kelly, F. Kinney, G. Sauer, K. Swierad, A. Williams;
5 online-L. Johnson, C. Putney
6

7 **SWT represented** by: Michael Lawler, Superintendent/ Director, M. Honsinger, Assistant Director and R.
8 Tattersall, Business Manager
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10 Audience: CAT-TV
11

12 **Recorder:** Sandra Redding, Administrative Assistant to the Superintendent
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14 Meeting was called to order at 4PM noting no audience or comments. Chair Swierad moved to the
15 consent agenda:

- 16 • RGB Full Board Minutes, November 13, 2023 were unanimously approved with motions from Edelson and
17 Kinney
- 18 • RGB Policy Committee Minutes, November 13, 2023 were unanimously approved with motions from Edelson
19 and Kinney
- 20 • RGB Finance Committee Minutes, November 27, 2023 were unanimously approved with motions from
21 Kinney and Edelson
- 22 • Payroll warrants were unanimously approved with motions from Kinney and Edelson
- 23 • Vendor warrants were unanimously approved with motions from Kinney and Edelson
24

25 Kinney reported that the Finance Committee met today and agreed to present the FY2025 budget prepared by
26 Tattersall to the full board.
27

28 Edelson gave a summary of the Policy Committee meetings and stated the committee is ready to offer policies for
29 warning, then adoption. He is satisfied that the policies reflect updated gender and inclusive language.
30

31 Business Manager Tattersall directed attention to the FY 2025 Budget Power Point:

32 The Power Point packet was shared with the following breakouts:

- 33 • Page 1-showing our participating schools in the SW Tech district
- 34 • Page 2-descriptions of SW Tech programs, pre-tech classes, certification courses and online
35 classes
- 36 • Page 3-CTSOs and NTHS
- 37 • Page 4-FY25 Proposed Budget-\$4,817,556, Budget change +9.8%
- 38 • Page 5-FY25 Key Factors in Budget Increase
- 39 • Page 6-FY25 budget estimated 6 semester average FTE calculation
- 40 • Page 7-FY25 budget proposed announced tuition, \$26,875
- 41 • Page 8-announced tuition breakdown
- 42 • Page 9-questions/discussion FY25 proposed budget amount/ proposed tuition and next steps
43

44 Tattersall explained the major reasons for the increases needed such as inflation costs, employee union
45 contracts and health insurance cost increases. Negotiations for contracts are ongoing and the final
46 Vermont health insurance increases are not solid yet. She shared that we are trying to keep the increase
47 as small as possible without taking away from student resources such as CTSO support and NTHS
48 changes. Both of these areas are very critical for student enrichment and growth potential. Local tuition
49 formulas for our area sending schools will be determined when the FTE amount is finalized.
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51 With motions from Cutler and Edelson, the FY2025 budget was approved as presented with unanimous
52 vote of the board.

53 With motions from Cutler and Kinney, the Announced Tuition was approved with unanimous vote of the
54 board.
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- 1 Policies presented for warning:
2 • 4001C Sexual harassment
3 • 4010C Grievance Procedures
4 • 4035C Conflict of Interest in Hiring

5 With motions from Cutler and Edelson and unanimous vote of the board, all three policies were approved
6 as presented for warning. Policies will be on the January agenda for adoption.
7

8 Supt. Lawler started his report with thanks to Tattersall for the intense and diligent work done on the FY25
9 budget. It is an intense project taking a great deal of time and effort.

10 SW Tech has begun the recruitment process for this school year. We recently hosted 204 8th graders
11 from MAUMS. They had an opportunity to visit all our programs, meet present students, see them at work
12 and interact with program instructors. This is a very challenging event for our instructors as schedules
13 and curriculum must be adapted for the visits. The overall response from the visitors was very positive
14 and well received. We look forward to visits from our other sending schools in the spring.
15

16 Lawler shared that we will be recognizing our talented students and SW Tech employees each week in
17 the Vermont News Guide. The most recent two honorees were K. Gardner from the Medical Professions
18 program taught by K. Slade and K. Olmstead, Special Needs Coordinator. Pick up your copy each week
19 to see who will be highlighted!
20

21 SW Tech is very excited to announce the re-opening of our Culinary Program's newly named dining
22 experience, Bistro 1761. The Bistro will be open Thursday and Friday each week, 10:30AM-12:30PM for
23 takeout and dine-in. Call 802-445-4934 to make a reservation for this very fine dining treat. Check the
24 SWTech Facebook page for updates as this is a complicated and ever-evolving experience. The
25 challenge is putting out such a fine product with students who have only so much time each day to create,
26 prep and serve delicious meals.
27

28 Lastly, one more thank you to R. Tattersall for the tireless work of preparing our district's budget with both
29 students and the community in mind. She notes now it takes community support to keep our school
30 heading in a positive direction and we are very grateful for the continued support from this board and the
31 community.
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33 With no further business and wishes for a Merry Christmas and Happy New Year, the board adjourned at
34 4:45 PM with motions from Kinney and Edelson and unanimous support.
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