

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **Education and Facilities Committee Meeting Minutes: Wednesday, November 28, 2012,**
3 **3:07 PM**

4 Conference Room, Career Development Center

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6 RGB members present: Heidi Pickering, Rickey Harrington, Ed Letourneau and Frank Lamb, (at
7 3:39 PM)

8 CDC represented by Supt./Dir. Jim Culkeen and Greg Lewis, Business Manager

9 Also present, Bob Montgomery, private citizen and James Marsden, MAU Building/Grounds
10 Supervisor

11 Recorder Sandra Redding

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13 The meeting began with a discussion of the allocation agreement and its many ramifications.
14 Greg Lewis shared the present allocation agreement and explained the history and scope of the
15 agreement. Jim Marsden added much information concerning the age and shape of the building,
16 the original planning of the agreement and the very involved and complicated delivery of the
17 components. There needs to be a very in-depth study of all the many facets of the agreement. It
18 is unknown at this time if the CDC or MAU would or could benefit from a change in the method of
19 shared space cost. Contingency planning would be a major factor in any discussion of allocation
20 versus formal lease. The actual footprint of the building needs to be re-visited as to what the
21 percentage CDC really uses. This is a major project for several people to be involved in and will
22 take some time, so the allocation agreement will stand for at least one more year. On insurance
23 of the building, it was noted that MAU covers the building and the CDC covers the contents of the
24 CDC area.

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26 The roofing situation was discussed as it is pertinent to the allocation agreement. There is an
27 area in the CDC that must be addressed sooner rather than later. According to Doxsee Roofing,
28 there is a construction flaw that has caused this leak. The state was responsible for the original
29 building, but now, MAU owns the building and we share a percentage of repairs in the CDC area.
30 The estimate from Doxsee is almost \$19 000. The committee will suggest to the full board that
31 an RFP be put out for work to be done in the spring. The CDC does have funds set aside for this
32 project.

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34 A question was raised by Bob Montgomery if there was ever a discussion concerning a quit claim
35 deed being done. The committee suggested that question be asked of Bruce Lee-Clark as he
36 was involved long ago in the process. Rickey Harrington noted that the CDC is in the business of
37 education students, so try to keep it simple so we can concentrate on that. Greg was asked to do
38 some research on costs involved in a lease vs. allocation scenario. Jim Marsden was excused
39 from the meeting at 3:56 PM.

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41 Distance learning was the next topic for discussion. As Frank Lamb had arrived at 3:39 PM, he
42 asked the superintendent for his thoughts on this subject. Supt. Culkeen noted that that is no
43 recoverable funds from this project, just the availability of 25 seats in the program for use by
44 students attending CDC classes who may need other specific classes that do not fit into their
45 daily schedules. We pay \$4,000. to be involved in this program. Right now, part of the problem
46 is that we have not had a test case to bring to MAU. They have some concerns as to the
47 teaching certifications and curriculum offered in this program as it relates to MAU's criteria. The
48 superintendent has had conversation with the MAU principal, Sue Maguire on the subject. Frank
49 then asked Bob Montgomery for a little history on the distance learning program as he was
50 interim superintendent at its inception.

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52 He pointed out that the courses are taught by certified teachers and the course curriculum are
53 approved by the state of Vermont. He notes that this was explained to MAU, however, without a
54 test case, the problem of acceptance of this program remains. Committee members noted that
55 we should have the MAU and CDC education committees meet together to discuss this. A
56 question concerning the marketing of this program was asked. Because this is somewhat of a

1 territorial issue, the marketing has been limited. The initial plan was to get more involvement
2 from the other sending schools, not just MAU. A plan to connect with the northshire schools
3 needs to be developed as there is not enough information out there on this topic. Also, if the
4 sending schools are doing the same program, we may be just duplicating programs already in
5 progress. Bill Swisher has sent information on this program to the other sending schools. Some
6 follow up needs to occur. Perhaps, the guidance departments of the sending schools need to be
7 better informed on this program as well. The distance learning could be a real help to the non-
8 traditional student.

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10 Course selection and courses offered were the next topics of discussion. There is a problem with
11 overlapping of courses/programs in sending schools and the tech center. How to avoid this
12 problem is an issue that really needs to be handled at the state level. There is no enforcement of
13 regulations concerning this issue, so this becomes a territorial issue as well. It needs to be
14 stressed that course taken at the CDC offer dual enrollment in many area colleges. The students
15 do not really care about this perk, but parents should. Again, we need to meet with area
16 education committees to resolve this issue or at least, start addressing it. How students sign up
17 for CDC classes was discussed. The process is somewhat involved . We need to identify where
18 students end up when they shift from one class to another and for what reason.

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20 The campus store and food service issues were then discussed. The superintendent reported
21 that there have some changes made already which were good for the students as well as the
22 program. It was mentioned that the profits from sales in the store are set aside for special
23 student activities as the CDC has few fund raising abilities. The students are involved in taking
24 surveys and doing inventory control. There seems to be a better student involvement at this time.
25 Smaller sizes of product are being offered; water, fruit juices and healthier snacks are good
26 sellers. It remains to be seen as to how much more can and should be done. The board will be
27 kept aware of the situation.

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29 The superintendent reported that the MAUMS 8th graders will be visiting the CDC programs next
30 week Several teachers and staff have been involved in the process to showcase the various
31 programs and the special areas of work being done in them. We expect to set up another series
32 of visits for other sending schools and homeschoolers in the near future. Many programs will
33 have special giveaways for the students to take home as a reminder of all the wonderful
34 programs offered here at the CDC.

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36 The superintendent told the committee about his student advisory council he has initiated. There
37 is a student from each program involved. They meet with the superintendent and the adult
38 services assistant director at least once a month or more often for special events. They are
39 participating in a very helpful manner with their thoughts and suggestions. The students will be
40 involved in the visitations of the sending schools next week. The superintendent shared with the
41 committee that according to the students, many come here because of an older sibling or friend;
42 became interested when visiting the campus store or when eating in the Atrium. Activity seems to
43 be a major calling card.

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45 The minimum class size policy was re-visited. There was much lively discussion as to the intent
46 of this committee in the previous discussion concerning the language ,(“and), (and/or.) The
47 committee finally agreed to offer this as a motion, with F. Lamb making the motion and E.
48 Letourneau seconding, “The committee recommends to the policy committee the goal of 10, (ten),
49 FTEs per teacher.” It was approved with a unanimous vote.

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51 The meeting adjourned at 5:20 PM.
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