

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**
2 **Regional Governing Board Meeting Minutes: Tuesday, August 19, 2008**

3 Assembly Room, Career Development Center

4
5 Members Present: Gloria Alexander; Justin Corcoran; Claude DeLucia, Vice Chair; Kevin
6 Goodhue; Leon Johnson (arrived at 6:38); Rickey Harrington; Fran Kinney; Ed Letourneau.

7
8 Staff and Others Present: George Carpenter, SVSU Interim Superintendent; Greg Lewis,
9 Business Manager; Bob Montgomery, Interim Director; Sandy Redding, Office Manager;
10 Ellen Strohmaier, Treasurer.

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12 Video Taping: Antonio Panetta and trainee, CATTV.

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14 Recorder: Barb Schlesinger

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16 DeLucia called the meeting to order at 6:30 PM and noted this was the first meeting of the
17 new school year. The Board members then introduce themselves.

18
19 **Public Comments** There were none.

20
21 **Agenda**

22 **Goodhue moved and Alexander seconded a motion to accept the Agenda as written.**
23 **All were in favor.**

24
25 **Consent Agenda**

- 26 - Minutes of the June 16, 2008 RGB Meeting
27 - Minutes of the July 30, 2008 Special Meeting
28 - SWVRTSD Payroll Warrant # 105 6/27//2008 in the amount of \$ 15,907.71
29 # 106 6/27//2008 in the amount of \$ 25,847.59
30 # 1014 6/27//2008 in the amount of \$116,981.37
31 # 10000 6/27//2008 in the amount of \$ 18,946.75
32 # 10001 6/27//2008 in the amount of \$ 32,316.88
33 # 10002 6/27//2008 in the amount of \$ 2,304.78
34 - SWVRTSD Payroll Warrant # 100 7/15/2008 in the amount of \$ 4,746.86
35 # 102 7/15/2008 in the amount of \$ 874.42
36 # 107 7/15/2008 in the amount of \$ 3,998.98
37 # 108 7/15/2008 in the amount of \$ 318.71
38 # 1000 7/15/2008 in the amount of \$ 10,862.69
39 # 1016 7/15/2008 in the amount of \$ 7,848.48
40 # 1017 7/15/2008 in the amount of \$ 670.31
41 - SWVRTSD Payroll Warrant # 101 7/28/2008 in the amount of \$ 10,709.57
42 # 102 7/28/2008 in the amount of \$ 5,389.26
43 # 1001 7/28/2008 in the amount of \$ 17,056.29
44 # 1003 7/28/2008 in the amount of \$ 27,892.88
45 - SWVRTSD Payroll Warrant # 103 8/19/2008 in the amount of \$ 5,414.73
46 # 1005 8/19/2008 in the amount of \$ 14,023.09
47
48 - SWVRTSD Vendor Warrant # 1015 6/27/2008 in the amount of \$123,311.59
49 - SWVRTSD Vendor Warrant # 1002 7/15/2008 in the amount of \$114,333.48

- 1 - SWVRTSD Vendor Warrant # 1004 7/28/2008 in the amount of \$ 64,816.08
- 2 - SWVRTSD Vendor Warrant # 1006 8/19/2008 in the amount of \$ 26,266.70

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4 **Goodhue moved and Harrington seconded a motion to accept the Consent Agenda.**
5 **All were in favor.**

6

7 **Treasurer's Report**

8 **Harrington moved and Goodhue seconded a motion to accept the Treasurer's Report.**
9 **All were in favor.**

10

11 **403b Report**

12 DeLucia noted the 403b Plan Design Option Form handout has been distributed at the
13 meeting. DeLucia suggested that the Finance Committee meet and report back to the
14 Board at the September RGB Meeting.

15

16 There was brief discussion regarding cost and employee participation. It was noted that the
17 Board voted at the July 30th Special Meeting to use Gatekeeper LLC. Johnson reiterated
18 that the timeline calls for the plan to be drafted in August and to be brought to the Board for
19 adoption in September.

20

21 **Committee Reports**

22 **Finance:** No meeting to report on.

23

24 **Education:** No meeting to report on.

25

26 **Facilities:** Kinney noted they have had one meeting to date. At that meeting it was
27 found that Jim Marsden is the "Go-to" person. At this point, all is fine.

28

29 **Policy:** Johnson reported on a SVSU Policy meeting that he, Bruce Lee-Clark and
30 Fran Kinney had attended. A policy for Animal Dissection was processed
31 at the meeting and there is a need for CDC to follow suit.

32

33 Marie Shutts was also at the meeting and gave a presentation on Exit
34 Interviews, the information they provide and how this information can be
35 used. Johnson noted that the discussion that followed was very
36 productive. Johnson also noted the meeting was taped and
37 recommended its viewing to the Board.

38

39 **Director Search Committee** Goodhue noted that to date there has been eleven
40 applicants. The deadline closes August 30, 2008. The Committee will
41 then move forward. Interim Superintendent Carpenter is participating.

42

43 **Marketing** No meeting to report on. The next meeting will be September 7.

44

45 **Superintendent's Report**

46 Carpenter noted this is his first RGB Meeting. He stressed that he really wants an "Open
47 line of communication" with the Board; working with the Board in anyway he can. George
48 noted that he looks forward to working with Interim CDC Director Montgomery.

49

1 **Director's Report**

2 **Montgomery**

- 3 → Reported that Bob Mazur has informed him that the Adult Education brochure
4 is available online at the CDC site. Printing of the brochure has been tardy.
5 → Reported Enrollment is up: Burr & Burton (7), Grace Christian (4), Arlington (5),
6 Twin Valley (1), Hoosick Falls (1), Home-schooled students (2) and adults
7 enrolled in the day programs (20).
8 → Thanked Kinney and Carpenter for their help in getting the salaries for the non-
9 forms from the Special Meeting in July. The matter has been taken care of.
10 → Announced that the September RGB Meeting will be held at the Arlington High
11 School.
12 → Announced that on September 23, CDC will be holding an Open House, the
13 same night as MAU.
14 → Requested a meeting with the Facilities Committee. Bob has some ideas and
15 would like to set a date for a meeting.

16
17 **Chairman's Report**

Chairman Lamb was not in attendance.

18
19 **At 6:48 PM Kinney moved and Goodhue seconded a motion to adjourn. All were in**
20 **favor.**

21
22 **Attachments:**

23 RGB Meeting Minutes – June 16, 2008

24 RGB Special Meeting Minutes – July 30, 2008

25 Payroll Warrants: 6/27 #'s 105/ 106/ 1014/ 10000/ 10001/ 10002

26 7/15 #'s 100/ 102/ 107/ 108/ 1000/ 1016/ 1017

27 7/28 #'s 101/ 102/ 1001/ 1003

28 8/19 #'s 103/ 1005

29 Vendor Warrants: 6/27 # 1015

30 7/15 # 1002

31 7/28 # 1004

32 8/19 # 1006

33 Treasurer's Report & Revenue & Expenses (6/08 & 7/08)

34 403b Retirement Plan, Plan Design Option Form

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