

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**
2 **Regional Governing Board Meeting Minutes: April 18, 2011**

3 Assembly Room, Career Development Center
4

5 Members Present: Gloria Alexander; Jim Boutin; Rickey Harrington; Larry Johnson; Leon
6 Johnson (arrived at 6:12); Fran Kinney; Frank Lamb; Jon Peaslee; Rick Pembroke.
7

8 Members Absent: Justin Corcoran; Kevin Goodhue (excused).
9

10 Staff and Others Present: Alan Baker, citizen; Greg Lewis, Business Manager; Bob
11 Montgomery, Interim Superintendent/ Director; Dawson Raspuzzi, Banner reporter; Sandra
12 Redding, Office Manager; others.
13

14 Videotaping: CAT-TV
15

16 Recorder: Barb Schlesinger
17

18

The meeting came to order at 6:00
19

20 **Executive Session**
21

22 **At 6:01 Harrington moved and Kinney seconded a motion to enter executive session**
23 **for personnel. All in attendance were in favor.**
24

25 Montgomery joined the board in executive session. Leon Johnson joined the board upon his
26 arrival.
27

28 **At 6:42 Harrington moved and Lamb seconded a motion to exit executive session. All**
29 **in attendance were in favor.**
30

31 No action was taken.
32

33 **Call to order**

34 Boutin called the meeting to order at 6:41 and welcomed the members.
35

36 **School Board Code of Ethics**

37 Boutin noted the code addresses the following and noted that a) Conflict of Interest and b)
38 Act only as a member of the Board are the only two that require legal compliance:

- 39 ▪ Board Governance
- 40 ▪ Board – Administration Relations
- 41 ▪ Board Member Relations
- 42 ▪ Personnel Relations
- 43 ▪ Community Relations
- 44 ▪ Conflict of Interest
45

46 **Peaslee moved and Alexander seconded a motion to adopt this Code of Ethics as**
47 **practice of this board and swear to adhere by signing our names to the document.**
48 **Hand vote was taken with all in attendance voting in favor excepting Kinney, who was**
49 **opposed. The motion carried.**

1 **Public Comment**

2 Boutin read the following statement that the Board recently prepared in executive session:

3
4 The investigations surrounding incidents leading to the resignation of Dr Frank
5 Barone have determined to be closed. There will be no further. All matters
6 surrounding the incident at this time are considered to be settled; details of the
7 Barone settlement have been released to the press by the former board chair Frank
8 Lamb and can be found published in an article in the Bennington Banner dated
9 January 26, 2011.

10
11 Boutin called for and heard no further public comments.

12
13 **Consent Agenda**

- 14 - Minutes of the March 21, 2011 Regional Governing Board Meeting
15
16 - SWVRTSD Payroll Warrant # 20 3/30/2011 in the amount of \$ 12,135.42
17 - SWVRTSD Payroll Warrant # 1036 3/30/2011 in the amount of \$ 73,708.21
18 - SWVRTSD Payroll Warrant # 21 4/18/2011 in the amount of \$ 10,792.30
19 - SWVRTSD Payroll Warrant # 1038 4/18/2011 in the amount of \$ 67,218.58
20
21 - SWVRTSD Vendor Warrant # 1037 3/30/2011 in the amount of \$ 58,771.44
22 - SWVRTSD Vendor Warrant # 1039 4/18/2011 in the amount of \$ 83,222.96
23

24 **Peaslee moved and Lamb seconded a motion to approve the Consent Agenda.**

25
26 Discussion:

27 **▪ Minutes**

28 March 21, 2011 RGB Minutes will be amended to reflect:

- 29 Page 4, line 4: Insert 'schedule' into Off Warrant: Off *Schedule* Warrant
30 Page 4, line 31: Strike 2nd '*in favor*'
31 Page 5, line 33: Replace fielding with filling
32 Page 6, lines 6-9: Pembroke's response to Montgomery was that 'NEASC is an
33 educational evaluation, the annual audits are financial, what we are
34 talking about is operational analysis; there are differences'.
35 Page 4, line 9: Strike 2nd '*there was a*'
36

37 **Alexander moved and Harrington seconded to accept the 3/21/11 RGB Minutes as**
38 **amended. All in attendance were in favor.**

39
40 **▪ Payroll Warrants**

41 There was no discussion.

42
43 **▪ Vendor Warrants**

44 Discussion:

45 There was brief discussion as to warrant schedules (twice a month), authorization to sign off
46 schedule warrants and board approval via vote at regular meeting.

47
48 Additionally, in regards to Vendor Warrant #1037, the following items were questioned and
49 answered:

- 1 - Page 5, #12168 Was this mileage reimbursement? Lewis reported this was
- 2 discussed at facilities – It is a supplemental pay for the transport
- 3 of scrap & semi conductor equipment.
- 4 - Page 6, #12173 Lewis reported this is to reimburse the Campus Store for
- 5 Integrated Design's (zero hour program) budgeted for daily
- 6 breakfasts. Breakfasts are supplied daily; this represents one
- 7 month's worth.
- 8 - Page 10, #12184 Lewis reported this was for budgeted for and 'bid out' work,
- 9 primarily electrical, for culinary equipment hookup and fire/ alarm
- 10 work/ lightning.
- 11 - Page 13, #12193 Lewis reported this is an MAU Allocation for supplemental fuel for
- 12 the wood chip facility.
- 13

14 Question was asked and Lewis responded regarding the Start up costs – Culinary Arts
 15 Program report; does the report include these warrant expenditures? The report does.

16
 17 It was noted Warrant 1039 only had every other page; the official one had all pages.
 18 Redding corrected the oversight by making complete copies for the board.

19
 20 **Peaslee moved and Harrington seconded to pull Warrant #1039.**

21
 22 **Hand vote was taken with Harrington moving and Lamb seconded a motion to**
 23 **approve the consent agenda as it stands, amended to pull warrant #1039. All in**
 24 **attendance voted in favor excepting Pembroke, who abstained.**

25
 26 **Field Trips**

- 27 ▪ DECA 4/29 → 5/4 Orlando FL 8 Students

28
 29 **Peaslee moved and Alexander seconded a motion to approve the DECA field trip.**
 30 **Hand vote was taken with all in attendance voting in favor.**

31
 32 There was no discussion.

33
 34 **Action Items**

- 35 - Building Trades Instructor nomination

36 There was brief discussion regarding missing information on the nomination form: 1)
 37 experience column (blank – actual years of experience in the trade is 20) and 2) years of
 38 experience (should read 10, not 12).

39
 40 **Pembroke moved and Leon Johnson seconded a motion to accept the nomination**
 41 **based on a to be amended document that shows detailed narrative in the experience**
 42 **column as well as years of experience corrected in the bottom right hand column and**
 43 **confirmation that the salary is appropriate to the final determination of years of**
 44 **experience. Pembroke amended to include the salary be prorated for the balance of**
 45 **the year. Hand vote was taken with nine voting in favor.**

46
 47 **Committee Reports**

- 48 Education Has not met yet

- 1 Facilities Met today.
2 Harrington reported the following were discussed:
3 ▪ Day care lease – it was tabled for more information.
4 ▪ MAU greenhouse sharing: There is a unsigned by CDC
5 contract. We need to find out what we owe, what our obligations are
6 and what our liabilities are.
7 ▪ Equipment in storage: This is not an issue. The items include a steam
8 pot and a convection oven. There may be a home for them.
9 ▪ Equipment donated from Bennington Microtech was transferred to
10 RPI. Boutin noted that a relationship was established with RPI where
11 as our students can go down there and work with their professors and
12 students.
- 13
- 14 Marketing & Outreach No report
- 15
- 16 Finance No Report
- 17
- 18 Policy No report
- 19
- 20 Strategic Planning Met this month.
21 Alexander reported that *Community Education* held a seminar March 15th
22 on the topic of Advance Planning; it was well attended by different age
23 groups.
24 On May 11, there will be a Culinary Arts demonstration by CDC chef
25 Michael Gallagher.
26 At the May RGB meeting, Bruce Lee Clark will give a demonstration on
27 distance learning.
- 28
- 29 *Greater Student Involvement Goal*
30 There is a list of students who attended the FBLA conference (business)
31 and DECA (marketing) and the awards they received.
- 32
- 33 *Curriculum Committee*
34 The Composites cluster and CDC are part of a Green Jobs Innovative
35 Fund grant application. Tulane University classes are available online to
36 anyone enrolled in Adult Education – all classes in composites qualify for
37 this. Bob Mazur has the specifics
- 38
- 39 Boutin commended Alexander on the committee and on her outstanding
40 job and aggressive agenda.
- 41
- 42 Teacher Negotiations
43 Boutin reported he had a meeting coming up this Thursday at
44 Central office. Corcoran, who is not attendance this evening, has an ESP
45 Negotiation report.
46
47
48
49

1 Superintendent Search

2 Larry Johnson reported the committee has met once; Harrington attended
3 and resigned. Goodhue was suggested as a replacement. The committee
4 would like a full search and requested approval to go forward. They would
5 like to post in two places 1) locally at the Bennington Banner and 2) with
6 Schoolspring. Cost would be \$200 for a subscription to Schoolspring plus
7 the cost of the Banner advertisement. Montgomery noted CDC already
8 subscribes to Schoolspring. The job description is pretty much done for
9 the last search.

10
11 There was brief discussion as to candidates looking now, having the
12 position filled for the next school year and not having a 'blank check' for
13 the search.

14
15 **Lamb moved and Harrington seconded a motion that the Superintendent Search**
16 **Committee move forward with their suggestion to advertise locally as well as with**
17 **Schoolspring and initiate the Superintendent search. Hand vote was taken with eight**
18 **(8) in voting in favor and Peaslee voting against.**

19
20 **Chairman's Report**

21 Boutin noted that at the last meeting motion was made and approved that we enter into
22 negotiation with the Vermont School Board to do an analysis on SWVRTSD's operation.
23 This was a split motion in which Boutin cast the deciding vote. The split centered on both the
24 cost (estimated to be \$30K) and the need for such a study.

25
26 Boutin reported he has entered into negotiations with the Vermont School Board Association
27 and also looked at other alternatives. He requests direction as to how to proceed.

28
29 Option 1: Proceed with Vermont School Board Association
30 Whitten Goodrich has communicated the association has done similar studies
31 in districts and are prepared to help. Studies are normally conducted with
32 retired superintendents. Cost would depend on how well prepared we were;
33 Goodrich does not anticipate it exceeding the \$5K range.

34
35 Option 2: Vermont State Auditor (Tom Salmon)
36 State auditor Salmon has been involved in auditing school districts. Boutin
37 inquired as to his interest/ availability in assisting our district. Salmon, a former
38 teacher, is interested in assisting with an analysis of the efficiency and
39 effectiveness of our operation. Salmon's budget is tight and cannot support
40 the entire cost but is willing to negotiate.

41
42 Option 3: Act 153 Regional Education District (RED) Study
43 Join RED study about to be launched locally. Boutin spoke with Vilaseca and
44 also the Act 153 consultant for the state. Boutin's purpose was to see if we
45 qualify and particularly if we are entitled to reimbursements for expenses
46 associated with the analysis of our operation. The consultant said there is a
47 \$20K subsidy grant allocated to our area for legal & consultant fees. We are
48 eligible to participate because we are independent school district. If we decide
49 to go with this option, we would need to petition the SVSU to join in with the

1 RED study. It makes sense for us to do this because of the number of other
2 districts also enrolled.

3
4 Discussion followed on the three options. The following topics were discussed and points
5 made:

- 6 - It is mandatory that all in our district are represented and their opinions be heard.
- 7 - The RED study is focused more on consolidation rather than it being an operational
8 study which was not the original motion.
- 9 - The audit by the state auditor (in Shaftsbury) provided three (3) evaluations:
10 Process, financial, educational. It was well done, comprehensive and encompassed
11 many aspects. It provided recommendations as to "better ways" to do things.
- 12 - Who and how many are in the RED study? (SVSU, Sunderland but not Manchester).
- 13 - Options one and two are specific to us; option three includes other districts.
- 14 - Where are we going with this and what are we doing?
- 15 - The purpose of this study is to bring CDC back under MAU.
- 16 - What are we evaluating? Why are we evaluating? Are we ready for RED yet?
- 17 - State budget cuts are impacting the Auditor's department.
- 18 - Letter from Vilaseca calls for us to look for efficiencies and increased opportunities
19 for students and potential cost savings. Vilaseca's office is planning on looking at all
20 three technical centers with this in mind. Us going ahead and looking at these
21 concerns will be to our advantage.
- 22 - Vilaseca's original letter said something different. If it is now something different, he
23 needs to say so and establish criteria for the three school districts.
- 24 - NEASC did a comprehensive education snapshot of everything operational.
25 Redding has copies of the cd that has the recommendations on the analysis of the
26 entire operation of tech school. The five year review is this year; we are required to
27 show evidence of the progress we have made in the past five years.
- 28 - The consolidation study done 10-15 years ago; a lot of money was spent and very
29 little has been saved since. We have a lot of other tools that are evaluating the
30 school. It is an injustice to taxpayers to do another study. Take what you have and
31 work with it, without spending money on what you don't need.

32
33 **Pembroke moved and Leon Johnson seconded a motion to give the chair authority to**
34 **negotiate a contract with the best possible contractor to conduct an audit. Hand vote**
35 **was taken with five (5) for (Kinney, Larry Johnson, Leon Johnson, Pembroke, Boutin)**
36 **and four (4) against (Peaslee, Alexander, Harrington, Lamb). The motion carried.**

37
38 **Director/ Superintendent's Report:**

39 Montgomery reported/ spoke of:

- 40 - Last week he testified on H.169 in Montpelier. Lamb also attended and testified.
41 Also discussed in committee was the quest for Hoosick Falls students. Hoosick Falls
42 students will be offered access on a space available basis for local tuition (~ \$4,600)/
43 FTE. The money would go into our budget to offset tuition.

44
45 An extended day was also discussed, with the FTE going from 1.0 to 1.25. This
46 would allow students from sending schools to have a full day at their home school
47 and still be able to attend CDC classes offered on a flex schedule (possibly 3:00 -
48 5:00 daily). The bargaining agreement calls for a 7.5 hour day but does not define
49 the times. Many instructors are in favor and it could be a part of negotiations.

1 Lamb added that a technical certification was still on the table.

2

3 We were asked to host the Education Committee here for a day in May.

4

5 - Montgomery went through a slide show, with pictures taken by Meghan Maguire, that
6 highlighted recent CDC activity:

7

- The Forestry Program and their activities at the town forest on Morgan St

8

- The Culinary Arts Open House: Chef Michael really is a 'Ball of Fire'!

9

- The Building Trades Laura Lane project. Also a 'rainy day' shed project recently completed

10

11

- A request from the MAU Ag Committee to do a building to be placed at the Middle School. This is will be used by the instructor as an assessment of the students skills.

12

13

14

- We have great instructors and very motivated students.

15

16

- A letter (read at Facilities and again this evening) from David King (RPI) to Peter Odiera (BCIC) regarding the equipment donation from Bennington Microtech to the Rensselaer Center for Integrated Electronics. They look forward to developing a relationship with the CDC.

17

18

19

20

21 Boutin commented that 50% of the board's time should be spent on educational aspects.
22 This will be further developed over the coming year.

23

24 Other

- Warrant 1039 (revised)

25

26

27 **Leon Johnson moved and Lamb seconded a motion to accept Warrant #1039. Hand**
28 **vote was taken with all in favor excepting Pembroke who abstained.**

29

- Pembroke asked about copies of the correspondence between the rgb and the Commissioner's office that were to be in the packet. Boutin noted that the February letter was sent to everyone. The additional correspondence was in relation to why Bob wasn't ccd. The matter was satisfactorily explained.

30

31

32

33

34

- Leon Johnson brought up that many groups use the room and are having difficulty logging on to the system (wireless). Leon requested that simple instructions be made available. Montgomery noted there is a form to be used and security is involved. Boutin noted there is an open access point. Montgomery noted that instructions are on top of the computer and wireless would have to be discussed with Mike and Josh.

35

36

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42 Public Comment

43 Alan Baker (Shaftsbury) put forth his ideas as to solving the greenhouse debate. Baker had
44 two proposals; one that works off the CDC building and the other that uses the old Dairy Bar
45 on the Veterans property across the street. Baker spoke of the importance of people
46 knowing how to grow their own food and also of the integration of all community members at
47 the Vets home.

48

49

Boutin thanked Baker for his interest and suggested The Facilities Committee if he was

1 interested. Harrington noted that committee meetings are indeed open to the public.

2

3 **Adjourn**

4 **At 8:04pm Harrington moved and Lamb seconded a motion to adjourn. All in**
5 **attendance were in favor.**

6

7 **Attachments:**

- 8 - Minutes of the March 21, 2011 Regional Governing Board Meeting
- 9 - SWVRTSD Payroll Warrants # 20 & 1036
- 10 - SWVRTSD Payroll Warrants # 21 & 1038
- 11 - SWVRTSD Vendor Warrant # 1037
- 12 - SWVRTSD Vendor Warrant # 1039
- 13 - Revenue & Expenses
- 14 - Treasurer Report
- 15 - Field Trip
- 16 - Nomination form – Building Trades Instructor
- 17 - CDC/ Growing Up right lease
- 18 - Culinary Info
- 19 - RGB Committee list