

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**
2 **Regional Governing Board Meeting Minutes: February 9, 2015**

3 Conference Room, Career Development Center
4

5 Board Members in attendance: Jim Boutin; Kevin Goodhue; Rickey Harrington; Leon
6 Johnson; Ed Letourneau; John MacDonald.
7

8 Board Members attending via GoToMeeting #818-995-021: Gloria Alexander; Jessica
9 Gulley-Ward; Jackie Kelly; Heidi Pickering
10

11 Board Members absent: Fran Kinney
12

13 Others attending: Meg Honsinger (*GoToMeeting*); Marie-Pierre Huguet; Michael Lawler;
14 Stephanie Mulligan
15

16 Videotaping: CAT-TV
17

18 Recorder: Barb Schlesinger (*GoToMeeting*)
19

20 **Call to Order and Welcome**

21 Superintendent Lawler, as organizer and presenter of the electronic meeting, noted a
22 quorum was present. Chairman Boutin called this Regular meeting to order at 6:33pm,
23 welcomed all and noted the Agenda has been revised in order to comply with open meeting
24 laws and electronic/ telephone attendance.
25

26 **Public Comments**

27 Chairman Boutin called for comments; there were none.
28

29 **Committee Reports**

30 * Strategic Planning

31 Committee chair Alexander reported on topics discussed at both the January 8th and
32 February 4th committee meetings. These topics included a Student of the Month,
33 Wall of Plaques, summer program(s) with both Sustainable Foods and the
34 Bennington Police Department, program evaluations, and the cosmetology program.
35 The committee's next meeting will be held Monday, March 23, at 2:30pm.
36

37 * Education

38 Committee chair Letourneau reported the committee met electronically and had
39 discussion regarding the cosmetology program. Kelly suggested we work with local
40 salons for the additionally needed 200 hours; MacDonald suggested interviewing the
41 students in regards to the 1500 hour licensing program. Letourneau noted more
42 information is needed regarding how and if students are completing the 1500 hour
43 requirement.
44

45 * Policy

46 Committee chair Johnson reported today's meeting was cancelled because of the
47 snow day. The committee will reschedule to continue working on computer/ network
48 policies. Johnson noted the SVSU is also working on these policies.
49

1 **Consent Agenda**

2
3 **Minutes**

- 4 - Minutes of the January 12, 2015 Regional Governing Board Meeting

5
6 **Harrington moved and Goodhue seconded to approve the minutes of the January 12, 2015 Full Board meeting.**

7
8
9 **Hand vote was taken with all voting in favor excepting Alexander, who abstained.**

10 **Boutin announced the vote was nine in favor.** There was no discussion.

11 *(Recorder note: these minutes were incorrectly dated January 15, 2015 - page 1 line 2)*

- 12
13 - Minutes of the January 26, 2015 Regional Governing Board Special Budget Warning Meeting

14
15
16 **Goodhue moved and MacDonald seconded to approve the minutes of the January 26, 2015 Budget Warning meeting.**

17
18
19 **Hand vote was taken with all voting in favor excepting Johnson, who abstained.**

20 **Boutin announced the vote was nine in favor.** There was no discussion.

21
22 **Warrants**

23 **PAYROLL**

- 24 - SWVRTSD Payroll Warrant # 15 1/30/2015 in the amount of \$ 981.62
25 - SWVRTSD Payroll Warrant # 1030 1/30/2015 in the amount of \$ 64,985.76
26
27 - SWVRTSD Payroll Warrant # 16 1/30/2015 in the amount of \$ 1,527.74
28 - SWVRTSD Payroll Warrant # 1031 1/30/2015 in the amount of \$ 71,599.99

29
30 **Harrington moved and MacDonald seconded the motion to approve Payroll Warrants #15, #1030, #16, and #1031.**

31
32
33 **Hand vote was taken with all in attendance voting in favor of approval. Boutin noted the vote was unanimous.** There was no further discussion.

34
35
36 **VENDOR**

- 37 - SWVRTSD Vendor Warrant # 1032 1/30/2015 in the amount of \$ 86,436.80
38 *Inclusive of voided check #15515 7/25/14 in the amount of \$485.00*
39
40 - SWVRTSD Vendor Warrant # 1033 2/9/2015 in the amount of \$ 14,433.16

41
42 **Harrington moved and Johnson seconded the motion to approve Vendor Warrants #1032 and #1033.**

43
44
45 **Hand vote was taken with all in attendance voting in favor of approval. Boutin noted the vote was unanimous.** There was no further discussion.

46
47
48 **Revenue & Expenses, Cash Flow**

49 Boutin noted these were in the Dropbox in the 'Mulligan Docs' folder and were informational.

50

1 **Director/ Superintendent's Report**

2 Superintendent Lawler:

- 3 ➤ Presented a PowerPoint on the Cosmetology program which included its
4 history of development (second semester 2007, financed by a Program
5 Innovation grant), instructors to date (five), and from revenue of adult
6 students as compared to fulltime traditional students and its impact. Lawler
7 reported the program falls short (by 200 hours) of providing the students with
8 the 1500 required for state licensure. The program is also driven by one
9 exam at the end of the 1500 hours. Currently students have to complete
10 these hours in a third year at their own expense. Lawler expressed that he
11 does not feel the program is set-up for student success.

12
13 Honsinger spoke of the scheduling challenges this program presents: it is
14 difficult for students to get their core credits required in their junior year and in
15 their senior year the program requires 75% of their day, thereby eliminating
16 any college or makeup classes. After noting none of this is the instructor's
17 fault, six concerns were presented: 1) it is not sustainable, 2) it is a lengthy
18 day/ hour requirement 3) the students are not leaving with IRCs, 4) based on
19 oversight, the short block is not state approved (therefore no revenue based
20 on FTEs), 5) the current structure of two instructors is extremely costly and 6)
21 students cannot complete the required hours.

22
23 The following changes were proposed:

- 24 1) Having one instructor
25 2) Changing class length to a two hour block
26 3) Offering an Intro class
27 4) Shifting from licensure to IRCs. Seven credentials were presented and
28 noted these 500 hours could be ported to licensed cosmetology
29 schools or possibly Adult Education.

30 The senior Instructor of the Cosmetology program believes these proposed
31 changes will work.

32
33 Center benefits would include:

- 34 1) Reduction in cost
35 2) Flexible schedule
36 3) Increased enrollment
37 4) Clarified reporting
38 5) Increased revenue
39 6) Adult education students will benefit from reduced tuition

40 In conclusion, the change would bring about long term success, enhance
41 student experience and decrease operating costs.

42
43 Discussion as to timing (begin next school year), students being able to
44 double-up with adult ed classes (yes), time of evening class, program class
45 length (90 minutes/ 120 minutes), accessibility to outlying sending schools
46 (would now correspond with all other programs), certification completions
47 (would switch from hours to imbedded IRCs), and curriculum change (to
48 PivotPoint).

- 1 ➤ Reported on the enhanced co-op program that has been redesigned to meet
2 the State's gold standards for Work-Based Learning (WBL). There are many
3 models and multiple ways to implement WBL. The Human Services and
4 Medical Professions programs are already meeting these gold standards.
5 The goal is for all our programs to excel. Implementation will incorporate
6 workplace exploration (job shadowing and field trips), which will be offered to
7 year-one students. Additionally, 2-2-2 is for second year students, in their
8 second semester, to be at a job site two days per week. Initially, one student
9 from each program will participate this coming semester. The co-op program
10 now has an advisory committee composed of business people from the
11 community.

12
13 Superintendent Lawler went through the eight state gold standards, their
14 objectives and their indicators for the board. He noted the initial goal was
15 one student per program participating; as we go forward there would be
16 more. He asked the board to consider when it comes to FTE counts it is not
17 a true representation; we get paid for 240 minutes a day.

18
19 Brief discussion regarding transportation and reimbursement, gaps with
20 employer expectations, the new advisory board's input, FTE count, and state
21 salary assistance for the required coordinator followed. Chairman Boutin
22 noted this was not an action item tonight, but will be voted on at the March
23 meeting. He noted it has already been budgeted for.

24 25 **Chairman's Report**

26 Chairman Boutin:

- 27 - Noticed the Workforce luncheon meeting to be held February 24th.
28 - Noted on February 11th, there will be a meeting with the Bennington Select Board at
29 the Town Office, with the purpose of providing the public with budget presentations
30 from the area schools.
31 - Reported that this past Wednesday, he and Superintendent Lawler attended a
32 required School Board Association/ Superintendent Association meeting in
33 Montpelier. The meeting was held in relation to Act 153 with the purpose of
34 discussing education finance, governance, tuition, small school grant and property
35 tax relief. Chairman Boutin encouraged contact with your Representative with any
36 concerns.

37 38 **Action Items**

39 ▪ **Cosmetology Reorganization**

40 Chairman Boutin summarized the presentation and discussion from tonight's
41 Superintendent's Report and called for a motion.

42
43 **Alexander moved and Goodhue seconded acceptance of the proposed Cosmetology**
44 **program changes as presented, with the changes to go into effect for next school**
45 **year. Hand vote was taken with all in attendance voting in favor.** Boutin noted the vote
46 was unanimous.

- 1 ▪ **DECA Field Trip: International Conference**
2 4/24 → 4/29 Orlando FL 10 students

3
4 **Johnson moved and Goodhue seconded a motion to approve the April 24 – 29, 2015**
5 **DECA field trip. Hand vote was taken with all in attendance voting in favor.** Boutin
6 noted the vote was unanimous. Mulligan added that the advisors costs are paid from
7 Perkins and the students through school store profits.

- 8
9 ▪ **Pre-Law Field Trip**
10 3/25 → 3/27 Washington DC 8 students

11
12 **Goodhue moved and Johnson seconded a motion to approve the March 25 – 27, 2015**
13 **Pre-Law field trip. Hand vote was taken with all in attendance voting in favor.** Boutin
14 noted the vote was unanimous. Harrington asked how the funds were raised and Mulligan
15 reported that the local budget pays a small portion with the rest be coming from fundraising.

16
17 **Other**

18 Chairman Boutin brought to the board's attention that they would be losing a ten-year
19 veteran of the board in March; Kevin Goodhue will not be running for a seat in the upcoming
20 election for the Regional Governing Board. Kevin was recognized with a gift basket of CDC
21 items. Alexander expressed that she has served on a number of committees with Kevin and
22 that he will be missed.

23
24 **Adjournment**

25
26 **At 7:42pm Goodhue moved and Harrington seconded a motion to Adjourn. All were**
27 **in attendance voted in favor.**

28
29 Respectfully submitted,

30
31 Barb Schlesinger
32 February 15, 2015

33
34
35 **Dropbox:**

- 36 - Minutes of the January 12, 2015 Regional Governing Board Meeting
37 - Minutes of the January 26, 2015 Regional Governing Board Special Meeting
38 - Minutes of the December 15, 2014 Policy Committee Meeting
39 - Minutes of the January 8, 2015 Strategic Planning Meeting
40 - Minutes of the February 4, 2015 Strategic Planning Meeting
41 - SWVRTSD Payroll Warrants # 15 & # 1030
42 - SWVRTSD Payroll Warrants # 16 & # 1031
43 - SWVRTSD Vendor Warrant # 1032
44 - SWVRTSD Vendor Warrant # 1033
45 - Cash Flow Statement
46 - Revenue & Expenses Reports (Local and Adult Ed)
47 - DECA Field Trip Request
48 - Pre-Law Field Trip Request