

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**
2 **Regional Governing Board Meeting Minutes: June 19, 2017**

3 Assembly Room, Career Development Center

4 Electronically: <http://global.gotomeeting.com/join/932895293>

5 Phone: toll free (US) 1-866-899-4679 US: +1 786 535-3119 Access Code 932-895-293

6
7 Members Present: Rob Bahny; Rickey Harrington; Art Haytko; Leon Johnson; Ed
8 Letourneau; John MacDonald; Kenneth Swierad

9
10 Members Absent: Jon Gauthier; Jessica Gulley-Ward; Jackie Kelly; Fran Kinney

11
12 Staff and Others Present: Superintendent Michael Lawler; Assistant Director Meg
13 Honsinger; Business Manager Stephanie Mulligan; Office Manager Sandy Redding

14 Videotaping: CAT-TV

15
16
17 Recorder: Barb Schlesinger

18 **Call to Order/ Welcome**

19 Chairman Harrington called the meeting to order at 6:05pm and welcomed all.

20
21 **Public Comments**

22 Chairman Harrington called for comments; none were brought forth.

23
24 **Consent Agenda**

25 **Minutes**

- 26 - Minutes of the May 22, 2017 Regional Governing Board Meeting

27
28 **Letourneau moved and MacDonald seconded a motion to accept the May 22, 2017**
29 **minutes.**

30
31 **Hand vote was taken with all present voting in favor.** Chairman Harrington announced
32 the vote was unanimous. There was no discussion.

33
34 **Warrants**

35 **PAYROLL**

- 36 - SWVRTSD Payroll Warrant #1047 & # 26 5/25/2017 in the amount of \$ 66,173.30
37
38 - SWVRTSD Payroll Warrant #1049 & # 27 6/8/2017 in the amount of \$ 75,941.00
39
40 - SWVRTSD Payroll Warrant #1050 6/8/2017 in the amount of \$ 861.20
41
42 - SWVRTSD Payroll Warrant
43 #1052, # 29, #1053 6/22/2017 in the amount of \$200,302.18
44

45 Business Manager Mulligan noted there was an error in the warned payroll warrant
46 numbering; warrant #28 is in actuality #29 (6/22/2017).

47
48 **MacDonald moved and Swierad seconded a motion to approve Payroll Warrants**
49 **#1047 & 26, #1049 & 27, #1050, #1052, #29 and #1053.**

1 **Hand vote was taken with all present voting in favor.** Chairman Harrington announced
2 the vote was unanimous. There was no discussion.

3
4 **VENDOR**

- 5 - SWVRTSD Vendor Warrant # 1046 5/18/2017 in the amount of \$ 21,231.96
- 6
- 7 - SWVRTSD Vendor Warrant # 1048 5/31/2017 in the amount of \$ 57,039.19
- 8
- 9 - SWVRTSD Vendor Warrant # 1051 6/15/2017 in the amount of \$ 99,575.09
- 10 *\$102,875.09 minus voided checks 18319 (\$300) and 18342 (\$3,000)*

11
12 **Kinney moved and Swierad seconded a motion to approve Vendor Warrants #1046,**
13 **#1048 and #1051.**

14
15 **Hand vote was taken with all present voting in favor.** Chairman Harrington announced
16 the vote was unanimous.

17
18 Letourneau commented on the GPS tracker item with Superintendent Lawler noting that
19 although they are not required, they are on the majority of the fleet vehicles and provide a
20 live feed of where the vehicles are along with other information.

21
22 **Cash Flow/ Revenue and Expenses**

23 Chairman Harrington noted the items were in the dropbox. There were no comments.

24
25 **Committee Reports**

26 **Policy**

27 Chairman Johnson reported the committee approved minutes of their previous meeting
28 and reviewed policies 3100C, 3200C, 4080C and 7100C, several of which will be
29 brought to the full board for warning at the August RGB meeting. Johnson also spoke
30 briefly of the Superintendent Evaluation policy, noting members are doing research to
31 ensure it is crafted properly. The committee will meet next in September.

32
33 **Finance**

34 Chairman Harrington was selected to serve as committee chair. Superintendent Lawler
35 reported on the dump truck the committee voted this evening to recommend to the full
36 board for purchase.

37
38 **Johnson moved and MacDonald seconded a motion to purchase a 1998 Louisville**
39 **Dump truck for \$25,500.**

40
41 Discussion followed during which Business Manager Mulligan spoke of the attempts to
42 find additional choices that fit the bid criteria of having a manual transmission and having
43 not been used as a 'salt' truck. The goal was to find a simple truck from an older era that
44 was easier to maintain and would provide for training students for more flexible licensing.

45
46 **Hand vote was taken with all present voting in favor.** Chairman Harrington announced
47 the vote was unanimous.

1 **Executive**

2 Chairman Harrington reported the Superintendent Evaluation policy will move forward in
3 September.

4
5 **Action Items**

6 **▪ Nominations**

7 Final recommendations of nominees are not available for the meeting tonight and are
8 anticipated to be ready next week.

9
10 **▪ Award Dump Truck Bid**

11 *See page 2*

12
13 **▪ SVRTSD Career Development Center Manufacturing Tech Advisory Board
14 Scholarship**

15 Business Manager Mulligan explained the monies (approximately \$24,000) are
16 coming from, and have been controlled by, a corporation that is connected to MAU.
17 With the Board’s approval, the scholarship fund money will be transferred to the CDC
18 and be overseen by the Center’s treasurer.

19
20 **Johnson moved and Swierad seconded the motion to accept the funds.**

21
22 **Hand vote was taken with all present voting in favor.** Chairman Harrington announced
23 the vote was unanimous.

24
25 **Superintendent’s Report**

26 Superintendent Lawler:

- 27 • Noted today was the official last day of school, tomorrow is a makeup day and the
- 28 instructors will be here through Friday for professional development days.
- 29 • Spoke of the June 6th Awards Banquet and recognized the Technical Excellence
- 30 Award Recipients:

31	Jeremy Boutot (Video Production)	Sophie Bylina (Theatre Arts)
32	Benjamin Doucette (Law Enforcement)	Megan Held (Culinary),
33	Matthew Hoag (Automotive Technology)	Morgan Morrissey (Cosmetology)
34	Keegan O’Brien (Building Trades)	

35
36 He also noted that at the banquet there were new members inducted into the
37 National Technical Honor Society and scholarships and awards were presented.

- 38 • Voiced that fall enrollment number at this point look stable if not higher; numbers will
- 39 be more definitive in August. It appears there will possibly be fifty (50) to one
- 40 hundred (100) more students in fall, including students from Arlington and Hoosick
- 41 Falls. At this point he has no specifics; however, program enrollments range from 25
- 42 to 35 students and almost all the Intro classes are at capacity. A ball park figure for
- 43 FTEs is projected at possibly 170 with no less than we are at currently (~160).
- 44 Lawler sited diversity as having made all the difference.
- 45 • Spoke of the recent Bennington Banner article (6/16/2017) about Mack Molding
- 46 hiring former interns full time. Included in the hiring was past CDC student Collin
- 47 Derby who interned at Mack for two years. He received his BA from Vermont
- 48 Technical College in Mechanical Engineering and is joining Mack full time as an
- 49 associate manufacturing engineer.

- 1 • Reported SkillsUSA was at the Nationals in Louisville this week. Results will be
2 available at end of week. Law Enforcement will be competing as well as the Health
3 Knowledge Bowl team.
- 4 • Encouraged people to check out the Center's Facebook page for the most relevant
5 info. Items are posted almost daily and it is the best way best way to keep up on
6 what is happening.
- 7 • Reported August 25th will be the first day of the fall semester for teachers; students
8 will return after Labor Day.

9 10 **Chairman's Report**

11 Harrington, noting the board will be off for July, requested the board give
12 Superintendent Lawler the authority to hire the final nominees without the board
13 having to have a special meeting to authorize.

14
15 Johnson pointed out the board will be approving in August. Discussion followed
16 whereas it was noted the data base position is scheduled to start July 1st and new
17 instructors need to attend the training at Vermont Tech. Superintendent Lawler
18 would fill the positions (after background checks, etc are completed) prior to the
19 board taking action at the August meeting.

20
21 The positions include Human Services instructor, Medical Profession instructor
22 (EMT) Student Data Service and Guidance Assistant, para-professional and, when
23 the Perkins grant is approved, an academic support person as well as a Career and
24 Technical Education Special Needs Coordinator. All are replacements except the
25 two grant funded ones.

26
27 **Johnson moved and Letourneau seconded a motion to give Superintendent Lawler
28 authority to hire.**

29
30 **Hand vote was taken with all present voting in favor.** Chairman Harrington announced
31 the vote was unanimous.

32
33 Chairman Harrington also spoke of his first time in attendance at the Awards banquet
34 and the pride he felt to be a part of the CDC. He extended kudos to the educators
35 and all involved.

36 37 **Other**

38 Letourneau requested Superintendent Lawler to expand upon the tracking devices on the
39 vehicles. Lawler reported they were installed based on Tom Haskins' recommendation –
40 they are all about safety. The devices allow for knowing where the vehicles are, tracking
41 mileage, verifying complaints, and time of vehicle usage. The devices are viewed when
42 needed and are useful for field trips outside our area. It was also noted that if the vehicle
43 was ever stolen, it could be located.

44 45 **Adjournment**

46 **At 6:30pm Letourneau moved and Swierad seconded a motion to adjourn. All in
47 attendance were in favor.**

1 Respectfully submitted,
2
3 Barb Schlesinger
4 June 26, 2017
5

6 **Dropbox:**

- 7 - Agenda for the June 19, 2017 Meeting
- 8 - Minutes of the May 15, 2017 Regional Governing Board Meeting
- 9 - SWVRTSD Payroll Warrant # 1047 & 26
- 10 - SWVRTSD Payroll Warrant # 1049 & 27
- 11 - SWVRTSD Payroll Warrant # 1050
- 12 - SWVRTSD Payroll Warrant # 1052 & 29 & 1053
- 13 - SWVRTSD Vendor Warrant # 1046
- 14 - SWVRTSD Vendor Warrant # 1048
- 15 - SWVRTSD Vendor Warrant # 1051
- 16 - Revenue & Expenses, Statement of Cash Flow (May 2017)
- 17 - Superintendant Evaluation documents (non action)
- 18 - Policy Committee documents
 - 19 o Minutes 4/19/2017
 - 20 o Agenda 6/19/2017
 - 21 o Policy 3100C
 - 22 o Policy 3200C
 - 23 o Policy 4080C
 - 24 o Policy 7100C
- 25 - Dump truck RFP / Recommendation/ Photos
- 26 - *Mack Hires wave of former interns full-time. BB 6/17/2017*
- 27 - *Pick of the Picks - Benjamin Doucette. BB 6/16/2017*
- 28