

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**  
2 **Strategic Planning Committee Meeting**  
3 **Tuesday, January 24, 2012**

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5 Attending: RGB members – Gloria Alexander, Frank Lamb and Jim Boutin

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7 Others: Jim Culkeen, Superintendent/Director; Bob Montgomery, Assistant Director; Bob  
8 Mazur, Adult Education; Bill Swisher, Guidance; Wendy Klein, Co-op Coordinator, Bruce  
9 Lee-Clark, Pre-Law Instructor, barb Gorbaty, Communications Tech Instructor and Lauri  
10 Wright, Tech Specialist/Campus Store Manager  
11 Recorder: Sandra Redding, Office Manager

12  
13 Gloria welcomed all to the meeting.

14 Minutes from October 13, 2011 meeting were reviewed, corrected, (remove line 47) and  
15 approved.

16 Gloria began speaking about the goals and how they should be measurable. Bruce Lee-  
17 Clark had a question for the committee concerning the primary purpose of the Strategic  
18 Planning Committee. He asked if the purpose was to write a five year plan, was that goal  
19 not complete at this time? Discussion ensued as to the idea of writing the plan vs.  
20 implementing the plan. Was this plan presented to the full board and was this plan actually  
21 approved by the board? The answer is “yes” to both. It has not been placed on the website  
22 yet.

23  
24 Jim Boutin mentioned that he and Supt. Culkeen had just finished a phone conversation with  
25 Dr. Schiller from MGT. He suggested that the Strategic Plan will be included in the study, so  
26 the committee might want to wait until after the presentation of the report before going any  
27 further. The report will be made public on Monday, February 6, 2012.

28  
29 Wendy Klein suggested that goals should be assigned to sub-committees with the addition  
30 of bench marks, timelines and annual reviews.

31 We should get the five year plan up on the website, then, reconvene, working with the  
32 superintendent, information from the audit, board members and committee chairs to  
33 continue the progress of this hard working committee.

34  
35 The subcommittee on advisory committees will continue to meet. The brochure has been  
36 completed with much input and development by Bob Mazur. The brochure does not need  
37 any approvals for use. It is a very comprehensive document and may intimidate some  
38 people, so it should be used appropriately as a guide, not a recruiting tool. There is more  
39 information on the shared file concerning advisory committees as well. It was mentioned  
40 that the shared file could use some updating and weeding out of old material.

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42 Meeting adjourned at 2:51 PM.

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44 Subcommittee on advisories will meet Tuesday, January 31, 2:15 PM.  
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