l	Southwest	Vermont	Regional	Technical	School	District	(SWV	RTSD
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Regional Governing Board Meeting Minutes: August 17, 2015

3 Assembly Room, Career Development Center

Online: http://global.gotomeeting.com/join/631963965

Phone: US: 1 (312) 757-3119 or US toll free 1 (877) 309-2070

Members Present: Gloria Alexander; Jim Boutin; John Gauthier; Jessica Gulley-Ward; Rickey Harrington; Leon Johnson; Jackie Kelly; Fran Kinney; John MacDonald; Heidi Pickering.

Members Absent: Ed Letourneau.

GoTo Meeting Attendees: None this evening

Staff and Others Present: Bennington Chief of Police Paul Doucette; Marie-Pierre Huguet, Superintendent Michael Lawler, Stephanie Mulligan, Thomas Pasternack.

Videotaping: CAT-TV

Recorder: Barb Schlesinger

Call to Order/ Welcome

Chairman Boutin called the meeting to order at 6:30, and noted that both a quorum was present and online access to the meeting was available.

Public Comments

Chief Paul Doucette, Bennington Police Department, spoke of how ecstatic the Police Department and the Town of Bennington were for all the support received with the recent Experience Camp. Held at the CDC, twenty six thirteen-year-olds attended and worked on wonderful, amazing projects. The budget was in the black thanks to donations, contributions from the kid's parents and the CDC's contribution of bus transport. Doucette recounted the parents having raved about the projects the kids completed. He also noted not everyone in the community is aware of the center and talk about this great experience is a boost for the CDC.

Consent Agenda

Minutes

- Minutes of the June 15, 2015 Regional Governing Board Meeting

Kinney moved and Harrington seconded a motion to accept the minutes of the June 15, 2015 meeting. Hand vote was taken with all in attendance voting in favor excepting Pickering, who abstained. The motion carried. There was no discussion.

Warrants

PAYROLL

- SWVRTSD Payroll Warrant # 27 6/29/2015 in the amount of \$ 1,053.36
- SWVRTSD Payroll Warrant # 1053 6/29/2015 in the amount of \$ 79,095.99
- SWVRTSD Payroll Warrant # 1054 6/29/2015 in the amount of \$ 146,874.83

- SV	VVRTSD Payroll Warrant # 100 VVRTSD Payroll Warrant # 1000 VVRTSD Payroll Warrant # 1001	7/29/2015 in the amount of \$	24,421.32
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Mulligan noted that the Meeting Warning listed the Warrant numbers for approval as 27, **1055**, 1054, 1, 1000, 1001, and 1002.

She relayed that the actual Warrants for approval this evening are numbers 27, **1053**, 1054, 1, 1000, 1001, and 1002.

SWVRTSD Payroll Warrant # 1002 8/17/2015 in the amount of \$ 24,957.46

Kinney moved and Harrington seconded a motion to approve Payroll Warrants numbered 27, 1053 and 1054 (June 29, 2015), numbered 1, 1000 and 1001 (July 29, 2015) and number 1002 (August 17, 2015). Hand vote was taken with all in attendance voting in favor. Boutin announced the vote was unanimous. There was no discussion.

VENDOR

- SWVRTSD Vendor Warrant # 1055 6/29/2015 in the amount of \$ 142,909.68
- SWVRTSD Vendor Warrant # 1003 7/29/2015 in the amount of \$ 214,141.28
- SWVRTSD Vendor Warrant # 1004 8/17/2015 in the amount of \$ 57,003.23 (net)

 Reflects inclusion of voided check #16762 7/29/2015 V#1003 \$101.12

Kinney moved and Harrington seconded a motion to approve Vendor Warrants numbered 1055 (June 29, 2015), 1003 (July 29, 2015) and 1004 (August 17, 2015). Hand vote was taken with all in attendance voting in favor. Boutin announced the vote was unanimous. There was no discussion.

Revenue & Expenses, Cash Flow

Chairman Boutin noted these documents were in the dropbox; there were no comments on the materials.

Committee Reports

Policy

Committee chair Johnson reported that at this afternoon's 4:30 meeting the committee reviewed the minutes of their April meeting and reviewed

 Policy on the Prevention of Harassment, Hazing and Bullying of Students (5002C/ 5003C/ 5088C). Johnson noted these policies have been in constant change, separated now back together. The committee recommends adopting the policy exactly as presented; the policy will be given a new number and will be warned for the September board meeting.

Johnson voiced the committee would like the Superintendent to use the procedures now in anticipation of the start of the school year rather than waiting for the formal adoption.

 Policy 1090C: Use of School Facilities. The committee has removed the financial piece of this policy and changed a couple of procedure pieces.

 Policy C4100: Alcohol and Drug Free Workplace. Johnson noted there is a need to consider the Culinary Arts program (use of wine). The policy will be warned in September. - Policy 6160C: Humane Handling and Care of Animals in Schools. The policy will be warned in September.

Chairman Boutin commented much has been covered.

Strategic Planning

Committee chair Alexander spoke of the meeting held earlier today in which Superintendent Lawler spoke of the Summer Camp. She also passed around the Bennington Banner article on the event and expressed how impressed she is with what Superintendent Lawler is doing. Gloria noted the next meeting will be on Thursday, September 24 at 2:30pm.

Education

Chairman Boutin noted committee chair Letourneau's absence and led into action item number 1; Work Based learning Coordinator position.

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Action Items

Work Based Learning Coordinator Position (.5 to 1.0 FTE)

Boutin reported there have been many meetings and discussions in the past few months that have resulted in tonight's recommendation. He gave a brief timeline of the development of the Vermont Agency of Education's development of the Gold Standards with regards to work based learning. Boutin noted the CDC is low in the State; our program needs to change and the position needs to be looked at differently. The recommendation of the Education committee is to return the position full time and to add an additional ten (10) summer workdays.

Superintendent Lawler noted discussion of changing from .5 to 1.0 has been going on since February. Lawler listed and briefly explained the four types of work-based learning recommended by the State: 1) Job Shadowing, 2) Career Work experience, 3) Co-op and 4) student apprenticeships. Lawler further reported the job description has been clarified and was approved in June. He has met with the work based learning coordinator (WBLC) and they have come up with a good start. At this time it has not been found necessary for the position to be full time year-round; the forty to fifty hours (ten days) over the summer is appropriate.

Johnson moved and MacDonald seconded a motion to approve returning the Work Based Learning Coordinator position 1.0 (from the current .5) with additional hours as needed.

Mulligan questioned if the summer hours could be offered in that they are not in the current contract. Evaluation of both the program and the position were also discussed with Superintendent Lawler noting these evaluations can be done within the current system.

Hand vote was taken with all in attendance voting in favor of approving the change in the Work Based Learning Coordinator position from .5 to 1.0. Boutin announced the vote was unanimous.

Special Contracts

Superintendent Lawler explained the special contracts are those which include Business Manager, Tech, Assistant Director, Adult Ed, Business Assistant et al. He has met with the Executive Committee and the recommendation is to increase these current salaries by three percent (3%).

Johnson moved and Alexander seconded a motion to approve a three-percent increase to the current salary of the special contract positions, effective July 1, 2015.

Hand vote was taken with all in attendance voting in favor. Boutin announced the vote was unanimous.

Office Copier Lease

The item was tabled.

Phone System Lease/ Upgrade

Superintendent Lawler explained our system is long overdue for a complete overhaul. The system was installed when the building was erected twenty years ago; parts, service and limited control are issues. Lawler reported the cost to replace the system is over 15K; therefore it went out to bid. He is recommending the VoIP Ronco proposal, but explained we will have to keep the old box for now because the bells and PA for MAU are run through it. Superintendent Lawler also recommended the five (5) year lease with turnover rather than the five year lease with \$1.00 buyout; at the end we can either get a different system or upgrade rather than owning five-year-old technology.

 Johnson questioned if the recommendation is on quote price or user-friendliness: Lawler expressed that his recommendation is based on price, usability and known name (Avaya phones). Kelley asked about coordination with the high school with Lawler noting at this time MAU is still tied to the box.

Johnson moved and Alexander seconded a motion to approve the five-year lease with turnover as proposed by Ronco. Hand vote was taken with all in attendance voting in favor. Boutin announced the vote was unanimous.

Boutin noted Bennington School and Central Office have made the switch and are extremely pleased; he also expressed his hopes that MAU upgrades and the building will be standardized with this 21st century technology.

Director/ Superintendent's Report

Superintendent Lawler:

- Introduced the new guidance counselor Thomas Pasternack. Pasternack addressed the board, noting today was his first day, gave a brief bio of himself and voiced his excitement at being here.
- Asked Huguet to report on the Adult Ed doings. Marie-Pierre reported on the LNA certification program noting the students passed with flying colors. Eight students took the test and seven passed; the majority of students already have jobs. She reported this coming Wednesday, from 1-3PM, Room 156 will be having an Open House for the next round. Huguet also spoke of Crescent Manor providing the clinical resource for the forty required hours. Lawler thanked the board for their

- support of the program, noting the space is incredible and also that Marie-Pierre has worked hard and offered her congratulations.
 - Reported on professional development that teachers, staff and administration have been participating in. He hi-lighted recent participation/ events with Leadership Team (TCTW), Guidance and Administrative STEM, a five-day math workshop involving Building Trades and MAU math teacher, the National Career Development Conference, the Northern New England Consortium for Directors, Vermont Principal Association (topic was Poverty and the Brain) and also a Vermont Law seminar that he and Mulligan attended.
 - Drew attention to the cosmetic upgrades and configuration changes being implemented in the front office. He noted the configuration change is based on safety.
 - Announced that the first off-site class will be held at Arlington High School starting next week and continue for the school year. The class being offered off-campus is Forensics. Talks are also underway with the Manchester Public Library, which has space we can use. Lawler expressed that the planned approach is 'a little at a time' to be successful.
 - Noted the teachers will be back a week from today. August 24 and 25 will include a site development workshop, advisory committees, and work based learning. On August 25 there will be a business and community leader luncheon with twenty-five community leaders attending from both Southshire and Northshire. Wednesday of next week will also be an in-service day consisting of a morning session on required policy and also time to get the classrooms in order. Thursday, the students return.
 - Noted the Culinary Arts classroom has been restructured. He also noted Wednesdays will be "Buffet Day".
 - Ended his report with a two-minute slideshow of pictures taken at the recent 'Summer Camp'. He fleshed out CDC's involvement in this partnership of which planning began nine months ago. CDC instructors from six programs (Forestry, Auto, Design & Fabrication, Culinary, Public Safety and Building Trades) offered one hour sessions in which students were able to complete a project. The day ran from 7:15 to 4:30 with parents picking their children up at the CDC. Lawler expressed the day could not have gone better; next year we will do it again. Board member MacDonald added three people had expressed to him how positive this camp was for all.

Chairman's Report

 Chairman Boutin spoke briefly on:

- The Administration and faculty's ability to think and act outside the box which continues to enhance the Center. He cited the LNA program and the class being offered at Arlington High. He wished them the best of luck this coming year.
- Habitat for Humanities recently acquiring land on North Branch St on which they plan
 to build six houses. They would like CDC to participate as they are impressed with
 the instructor and his involvement on Swallow Hill in Pownal. Jim noted this
 participation would open other areas of construction for the students.

Executive Session

There was no Executive Session this evening.

2 3	Kinney made motion and Johnson seconded to support open negotiations for the ESP Contract.					
4						
5	Kinney noted open negotiations provide transparency and prevents the Board from being					
6	pitted against the community. He hopes these meetings will be televised in order for people					
7	to see what is put on the table. He also noted that Richard Bump will be acting as meeting					
8	recorder and will be providing the minutes for these meetings.					
9						
10	Hand vote was taken with all attendance voting in favor.					
11	A.P					
12	Adjournment					
13	At 7:50pm Johnson moved and Kinney seconded a motion to Adjourn. All in					
14	attendance were in favor.					
15	Dognootfully submitted					
16	Respectfully submitted,					
17 18	Barb Schlesinger					
19	August 23, 2015					
20	August 25, 2015					
21	Dropbox:					
22	- Agenda					
23	- Minutes of the June 15, 2015 Regional Governing Board Regular Meeting					
24	- SWVRTSD Payroll Warrant # 27 & 1053 & 1054					
25	- SWVRTSD Payroll Warrant # 1 & 1000 & 1001					
26	- SWVRTSD Payroll Warrant # 1002					
27	- SWVRTSD Vendor Warrant # 1055					
28	- SWVRTSD Vendor Warrant # 1003					
29	- SWVRTSD Vendor Warrant # 1004					
30	- Revenue & Expenses (Local Budget and Adult Ed), Statement of Cash Flow					
31	(June, July and FY 2015)					
32	- Action Items					
33	 Phone System Quotes (3) 					
34	- Policy Documents					
35	 Procedures for Prevention of Harassment, Hazing and Bullying of Students 					
36	 Memorandum re change in Harassment, Hazing and Bullying Policy (AoE) 					
37	o #6160C					
38	o #C4100					
39	o #4200C					
40	o #1090C					

Other

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