

# VLACS Board of Trustees

## Minutes

Date: Thursday, September 17, 2009  
Location: Virtual Learning Academy Conference Room  
30 Linden Street, Exeter, NH Time: 3:00PM

### Attendance

#### Trustees

Dr. Kent Chamberlin  
Dr. Mark Joyce  
Mr. Joseph Lovejoy  
Dr. Arthur Hanson  
Mr. Matthew Treamer  
Mr. John Hansen (phone)

#### Administration

Dr. Stephen Kossakoski

#### Visitors

Ms. Roberta Tenney

### Minutes

1. Mr. Lovejoy called the meeting to order at 3:05PM.
2. Dr. Hanson made a motion to nominate and approve the board officers as follows: Chair, Mr. Lovejoy; Vice Chair, Dr. Chamberlin; Treasurer, Mr. Treamer; Secretary/Clerk, Dr. Joyce. Seconded by Dr. Joyce. All members voted in favor of the motion.
3. Dr. Chamberlin made a motion to accept the minutes from the June 4, 2009 meeting. Seconded by Dr. Hanson. All members voted in favor of the motion.
4. Public comment: none
5. Finance
  - 5.1. The trustees reviewed the financial reports and signed manifests. There were no questions.
  - 5.2. The Trustees signed the DOE-25 financial report which was prepared by Counting House.
  - 5.3. Dr. Kossakoski reported that the auditor had completed his fieldwork and would have a report available for the November meeting. Mr. Lovejoy requested that the report be submitted to the Trustees as a draft.
  - 5.4. Dr. Kossakoski reported that the first meeting of the Legislative Task Force to study VLACS funding is scheduled for October 29<sup>th</sup>.
  - 5.5. Dr. Kossakoski reported that he has continued to explore partnerships with other New England states. He asked if the Trustess would approve the creation of a DBA name for conducting business in other states. Dr. Chamberlin made a motion to explore and register a new business name in other states. Seconded by Dr. Hanson. All members voted in favor of the motion.
  - 5.6. Dr. Kossakoski reported that the current two year contract on iPhones for administrators has expired and that he would like to offer administrators the opportunity to enter into a personal contract for iPhones for which VLACS would

reimburse them at a rate of \$50 per month. This change would save the school approximately \$20 per phone per month and would not obligate the school to enter into a new two year phone contract. Dr. Hanson made a motion to reimburse VLACS administrators for iPhone use up to \$50 per month. Seconded by Dr. Chamberlin. All members voted in favor of the motion.

6. CEO/CLO Report

6.1. Dr. Kossakoski reported that there were 6,596 enrolled, active, or completed enrollments as of September 1, 2009.

6.2. Administrative updates: Dr. Kossakoski reported on the following items: the school partnership program has continued to grow and that new training sessions have been scheduled; the Commissioner of Education is planning to visit VLACS in October; the VLACS staff is working on the first accountability report; instructors have completed their self-assessment and new professional development sessions are being designed to meet instructor needs; and, VLACS has received notice that it will receive an award at the New England Association for Gifted and Talented Conference in October.

7. Curriculum and Programming

7.1. Dr. Kossakoski reported that the Personalized Pathways grant program is underway and that Tony Baldasaro has been hired as coordinator for the program. Additionally, Dr. Kossakoski and VLACS staff have met with PlusTime NH to discuss the potential for partnerships that will support extended learning opportunities throughout NH.

7.2. Dr. Kossakoski asked the Trustees for direction regarding expansion. Dr. Chamberlin made a motion that Dr. Kossakoski should explore expansion opportunities and report progress to the Trustees. Seconded by Dr. Joyce. All members voted in favor of the motion.

7.3. Mr. Lovejoy and Dr. Hanson reported that they attended the July 16<sup>th</sup> meeting of the New England Secondary School Consortium in Concord. They reported that there were many discussions about high school reform with representatives from NH and other states.

8. Personnel

8.1. Dr. Kossakoski provided the Trustees with an updated listing of all VLACS staff including new instructors.

9. Policy:

9.1. Dr. Joyce made a motion to adopt policy JFBB, Enrollment of Expelled or Suspended Students. Seconded by Mr. Tremer. All members voted in favor of this motion.

9.2. Dr. Joyce made a motion to adopt policy JICL, Cyber-Bullying. Seconded by Dr. Chamberlin. All members voted in favor of the motion.

10. Old Business: None

11. New Business: None

12. Next meeting: November 12, 2009

13. Dr. Hanson made a motion to adjourn at 5:05PM. Seconded by Dr. Joyce. All members voted in favor of this motion.