



Attendees

Trustees in attendance: Dr. Mark Joyce (phone), Mr. John Hansen (phone), Mr. Joseph Lovejoy, Dr. Kent Chamberlin, Ms. Kimberley Casey, Dr. Arthur Hanson
Administration: Dr. Stephen Kossakoski, Mr. Tony Baldasaro, Mr. Larry White, Mr. Scott Prescott, Mr. Jason Fitzpatrick
Visitors: Ms. Roberta Tenney, NHDOE
Apologies: Mr. Matt Treamer

Agenda

Topics	Discussion	Decision
1. Call to Order	Mr. Lovejoy called the meeting to order at 3:05PM	
2. Approval of Minutes:	Mr. Lovejoy asked if there were any revisions to the meeting minutes of January 8, 2015. Dr. Chamberlin identified a typo for correction.	<u>Motion:</u> Dr. Chamberlin <u>Text:</u> To approve the minutes of the January 8, 2015 meeting, as corrected. <u>Second:</u> Dr. Hanson <u>Vote:</u> All members voted in favor of the motion.
3. Public Comment	None	
4. Items Requiring Approval		
4.1. Policies	Dr. Kossakoski presented policies DJCA Credit Cards; IKF High School graduation; and, IKG Middle School Completion for adoption. He stated that the new language in policy DJCA allows the card administrator to make purchases from all approved vendors and increases the single purchase limit to \$5,000.	<u>Motion:</u> Dr. Joyce <u>Text:</u> To adopt policy DJCA, Credit Cards, as presented. <u>Second:</u> Dr. Chamberlin <u>Vote:</u> All members voted in favor of the motion
	The language in policy IKF regarding testing has been simplified and now includes only the statement that VLACS will administer tests as required by law. Dr. Kossakoski also discussed posting information about standardized testing requirements on the school's website.	<u>Motion:</u> Dr. Chamberlin <u>Text:</u> To adopt policy IKF High School Graduation, as presented. <u>Second:</u> Ms. Casey <u>Vote:</u> All members voted in favor of the motion
	Policy IKG is a new policy that describes the requirements for completion of the VLACS middle school program.	<u>Motion:</u> Dr. Chamberlin <u>Text:</u> To adopt policy IKG Middle School Completion, as presented.

Second: Ms. Casey
Vote: All members voted in favor of the motion

5. Finance

5.1 Financial reports and budget status. The Trustees reviewed all financial reports. General ledger reports for the month of February were available for review and signature. Mr. White reviewed the balance sheet and reported that the school is in good financial standing. He stated that earnings have increased since the last meeting as a result of increased enrollment.

Dr. Kossakoski and Mr. White presented the proposed 2015-2016 budget. Dr. Kossakoski highlighted major increases and decreases over the 2013-2014 budget. He also discussed changes to employee compensation. The board will be asked to approve the 2015-2016 budget at the May meeting.

6. Legislative News Mr. Lovejoy, Dr. Joyce, Mr. White, and Dr. Kossakoski attended a work session of the NH House Finance Committee where amendments to HB 563, Funding for Chartered Public School Pupils was discussed. Each commented that they appreciated the support of committee. If passed in its current form, VLACS funding will increase by approximately 1.8% per full-time equivalent student. Dr. Kossakoski reported that the House approved HB 563 this week.

7. CEO's Report

7.1 Enrollment Dr. Kossakoski reported that enrollment growth has been strong since December when new marketing efforts were initiated. It is anticipated that end of the year enrollments will exceed last year's total.

7.2 CEO's Report Dr. Kossakoski reported on the following initiatives: Learning through College, Learning through Projects, and Learning through Experience. He also noted that the software being developed to support these new programs should be ready for implementation in about three weeks. Dr. Kossakoski also stated that the new full-time Middle School option will be ready for students in early June and that the school is currently accepting applications for full-time status. Dr. Kossakoski reported that the school experienced a major service outage recently. He thanked Jason Fitzpatrick, Jon Doane, and Jamey Coreia for "going above and beyond expectations" in order to restore services to students and instructors.

8. Administrative Reports

8.1 Review of personnel list Mr. Baldasaro reviewed the personnel report and reported that a new guidance counselor has been hired to replace a counselor who recently resigned. He also reported that a new cohort of instructors will be hired later this spring.

8.2 Review of Mr. Lovejoy asked is there were any questions regarding the

Administrative Reports	<p>administrative report that was included in their informational packet. There were no questions.</p> <p>Mr. Baldasaro made presentation to the board describing how instructors are recruited, hired, trained, and evaluated.</p>
	<p>Mr. Lovejoy noted that Ms. Roberta Tenney is retiring from the NHDOE in April. He and members of the Board of Trustees thanked her for her support and tireless work on behalf of students throughout the state.</p>
9. Meeting Dates	<p>2014-2015 Board of Trustees meeting dates: May 21, 2015. All meetings will be held in the VLACS conference room from 3:00-5:00PM.</p>
10. Adjournment	
	<p><u>Motion:</u> Ms. Casey <u>Text:</u> To adjourn at 4:51PM <u>Second:</u> Dr. Hanson <u>Vote:</u> All members voted in favor of the motion.</p>
<p>Minutes recorded by: Steve Kossakoski</p>	