



Attendees

Trustees in attendance at VLACS: Dr. Mark Joyce ,Dr. Kent Chamberlin

Trustees in attendance via conference call or Adobe Connect: Matt Treamer, John Hansen, Joe Lovejoy, Arthur Hanson

Administration: Dr. Stephen Kossakoski, Mr. Tony Baldasaro, Mr. Larry White, Ms. Ollire Lane-Wortley

Visitors:

Apologies: Ms. Kimberley Casey

Agenda

Topics	Discussion	Decision
1. Call to Order	Dr. Chamberlin called the meeting to order at 3:14PM	
2. Approval of Minutes:	Dr. Chamberlin asked if there were any suggested revisions to the January 9, 2014 meeting minutes. No revisions were recommended.	<u>Motion:</u> Dr. Joyce <u>Text:</u> To approve the minutes of January 9, 2014 meeting, as presented. <u>Second:</u> Mr. Hansen <u>Abstained:</u> Dr. Chamberlin <u>Vote:</u> All members voted in favor of the motion.
3. Public Comment (3 minutes per speaker)	None	
4. Items Requiring Approval	None	
4.1 2013-02014 Budget Revision	Dr. Kossakoski and Mr. White reviewed the recommended changes to the 2013-2014 budget. The total budget will remain at \$5,927,013 as approved in September, however, budget allocations have shifted due to expanded enrollment and programming.	<u>Motion:</u> Dr. Joyce <u>Text:</u> To adopt the revisions to the 2013-2014 budget as presented. <u>Second:</u> Dr. Chamberlin <u>Vote:</u> All members voted in favor of the motion.
5. Finance		
5.1 Financial reports	The Trustees reviewed all financial reports. General ledger reports for the months of January and February were reviewed and signed by members who were in attendance. Mr. White reported on the status of the 2013-2014 budget. He stated that costs for unemployment	

	insurance will increase substantially as the current insurance provider does not cover out-of-state employees who telework and do not travel to and work in New Hampshire.
6. Legislative News	Dr. Kossakoski reported that Maine State Senator Brian Langley and Superintendent of Schools, Dr. Kenneth Coville have contacted him regarding the possibility of providing services to students in Maine.
7. CEO's Report	
7.1 Enrollment	Dr. Kossakoski reported that overall enrollments have increased from 14,397 (January) to 15,928. Current enrollments are 29% higher than last year at this time (12,359).
8. Administrative Reports	
8.1 Review of personnel list	Mr. Baldasaro reviewed the status of recent additions to the VLACS staff. He also reported that 20 new instructor candidates have been invited to attend interviews at VLACS on March 19 th .
8.2 Review of Administrative Reports	Dr. Kossakoski reviewed a list of events to which he as been invited. Ms. Lane-Wortley reported on the development of a new series of webinars for school administrators. Dr. Chamberlin asked if there were questions about the topics addressed in the administrative report. There were no questions.
8.3 Presentation	Aspire presentation: Dr. Kossakoski reviewed the progress and timeline for implementation of Aspire related projects.
9. Meeting dates	May 22, 2014. All meetings are held in the VLACS conference room from 3:00-5:00PM.
10. Adjournment	
	<u>Motion:</u> Mr. Lovejoy <u>Text:</u> To adjourn at 4:52PM <u>Second:</u> Mr. Hansen <u>Vote:</u> All members voted in favor of the motion.
Minutes recorded by: Steve Kossakoski	