



Attendees

Trustees in attendance at VLACS: Dr. Mark Joyce, Dr. Kent Chamberlin, Mr. Matt Treamer , Ms. Kim Casey
Administration: Dr. Stephen Kossakoski, Ms. Kyle Cote, Mr. Tony Baldasaro, Mr. Larry White
Visitors: Ms. Roberta Tenney
Apologies: Dr. Arthur Hanson, Mr. Joseph Lovejoy, Mr. John Hansen

Agenda

Topics	Discussion	Decision
1. Call to Order	Dr. Chamberlin called the meeting to order at 3:05PM	
2. Approval of Minutes:	Dr. Chamberlin asked if there were any recommended revisions to the September 12, 2013, 2013 meeting minutes. No revisions were recommended.	<u>Motion:</u> Dr. Joyce <u>Text:</u> To approve the minutes of September 12, 2013 meeting, as presented. <u>Second:</u> Mr. Treamer <u>Vote:</u> All members voted in favor of the motion.
3. Public Comment (3 minutes per speaker)	None	
4. Items Requiring Approval	None	
5. Finance		
5.1 Financial reports	The Trustees reviewed all financial reports. General ledger reports for the months of September and October were reviewed and signed. Mr. White reported on the status of the 2013-2014 budget. He also discussed the process for moving all accounting data from Counting House Associates to the new financial system, Blackbaud Financial Edge. Mr. White reported that VLACS has signed an agreement with ADP to provide payroll services.	
5.2. Status of DOE 25, IRS 990, and annual audit	The Trustees reviewed and signed the DOE-25. Mr. White reported that an extension has been granted for submission of IRS Form 990 and that the completed form will be ready for submission in approximately two weeks. A copy of the IRS 990 will be included in the next board packet so	

	that the Trustees will have the opportunity to review the information before submission to the IRS.	
6.	Legislative News	
8.1	Legislative Changes to Charter Law	Dr. Kossakoski reviewed the NH Charter School Association's talking points document regarding HB 435.
7.	CEO's Report	
7.1	Enrollment	Dr. Kossakoski reported that enrollments have increased from 13,091 (Sept. 11) to 14,511.
7.2	Susan Janosz Technology Impact Award	Dr. Kossakoski congratulated Tony Baldasaro for winning the Susan Janosz Technology Impact Award. The award is sponsored by the New Hampshire Society for Technology in Education. All members of the board congratulated Mr. Baldasaro.
7.3.	Invitation to join the Virtual School Leadership Alliance	Dr. Kossakoski reported that VLACS has been invited to join the Virtual School Leadership Alliance. <u>Motion:</u> Dr. Joyce <u>Text:</u> To approve membership in the Virtual School Leadership Alliance. <u>Second:</u> Mr. Treamer <u>Vote:</u> All members voted in favor of the motion.
7.4	Annual Report of Progress	Dr. Kossakoski reported that the annual report of progress has been filed with the NH DOE. A copy of the report was included in the board packet for review.
8.	Administrative Reports	
8.1	Review of personnel list	Mr. Baldasaro reviewed the status of recent additions to the VLACS staff.
8.2	Review of Administrative Reports	Dr. Chamberlin asked if there were any questions about the topics addressed in the administrative. There were no questions.
8.3	Presentation	Dr. Kossakoski updated the Trustees regarding the development of the Aspire program. Ms. Cote discussed the administration of the NWEA assessments to all full-time students.
9.	Meeting dates	The Board of Trustees will meet on Thursday, January 9, 2014 from 3:00 to 5:00PM in the VLACS conference room.
10.	Adjournment	
		<u>Motion:</u> Dr. Joyce <u>Text:</u> To adjourn at 4:30 PM <u>Second:</u> Ms. Casey <u>Vote:</u> All members voted in favor of the motion.
Minutes recorded by: Steve Kossakoski		