



Meeting Minutes
 March 10, 2011
 3:00-5:00PM
 VLACS Conference Room
 30 Linden Street, Exeter, NH 03833

Attendees

Trustees: Dr. Mark Joyce, Mr. Joseph Lovejoy, Dr. Kent Chamberlin, Mr. John Hansen (phone), Mr. Matthew Treamer (phone)

Administration: Dr. Stephen Kossakoski, Mr. Tony Baldasaro,

Visitors: Ms. Roberta Tenney, NHDOE

Apologies: Ms. Kimberley Casey, Dr. Arthur Hanson, Dr. Thomas Brennan,

Agenda

Topics	Discussion	Decision
1. Call to Order	Mr. Lovejoy called the meeting to order at 3:10PM	
2. Approval of Minutes	Mr. Lovejoy asked if there were any recommended revisions to the January 13, 2011 meeting minutes. No revisions were recommended.	<u>Motion:</u> Dr. Chamberlin <u>Text:</u> To approve the minutes of the January 13, 2011 meeting, as presented. <u>Second:</u> Mr. Treamer <u>Discussion:</u> None <u>Vote:</u> All members voted in favor of the motion.
3. Public Comment	None	
4. Finance		
4.1. Review of financial reports	Copies of the financial reports were provided to all Trustees prior to the meeting. There were no questions. Mr. Lovejoy noted that that a correction had been made to the January 2011 balance sheet. Dr. Kossakoski reported that projections indicate there will be a positive balance at the end of the fiscal year.	
4.2. Review and approval of the 2010-2011 budget update	Dr. Kossakoski presented the proposed adjustment to the 2010-2011 budget. He noted that that historically the budget has been revised during the fiscal year as expenses and revenue projections change due to increasing enrollments. Members asked questions regarding new courses and curriculum development.	<u>Motion:</u> Dr. Joyce <u>Text:</u> To accept the 2010-2011 budget revisions as presented. The revised 2010-2011 budget total is \$2,683,522 <u>Second:</u> Dr. Chamberlin <u>Discussion:</u> <u>Vote:</u> All members voted in favor of the motion.

4.3. Presentation of 2011-2012 budget	Dr. Kossakoski presented the proposed 2011-2012 budget. Members asked questions regarding salary increases, state funding, and enrollment projections. Approval of the final budget will take place at the June meeting. Dr. Joyce noted that Primex might be able to provide the school with an additional quote for health insurance.
4.4. Legislative update	Dr. Joyce reviewed proposed legislation and how this could impact our budget and programs. He also noted that VLACS funding was included in HB2-FN.
5. Administrative Report	
5.1. Enrollment	Dr. Kossakoski reported that enrollments have increased from 7,484 (1/5/11) to 8,582 (3/4/2011).
5.2 Administrative report	Dr. Kossakoski reported that Rhode Island will be distributing a request for proposal to offer virtual classes in the near future. He also stated that the school's attorney will assist with completing the documentation necessary to do business in other states. Dr. Kossakoski stated that a new VLACS logo has been designed and that the school's website will updated to include the new logo.
	<p><u>Motion:</u> Dr. Chamberlin</p> <p><u>Text:</u> To seek permission to do business as a non-profit school in other New England states and report back to the Board of Trustees regarding progress.</p> <p><u>Second:</u> Dr. Joyce</p> <p><u>Discussion:</u></p> <p><u>Vote:</u> All members voted in favor of the motion.</p>
6. Curriculum and Programming	
6.1 Competency roll-out	Dr. Kossakoski reported that the school will be rolling out competencies for all high school courses on March 14. Mr. Baldasaro reported that there are a number of experiential learning opportunity projects in the planning stage with a variety of businesses and non-profits.
7. Personnel	
8.1 Staffing update	Mr. Baldasaro reviewed the staffing list.
8. Policy	NA
9. Old Business	NA
10. New Business	NA
11. Next Meeting. All meetings begin at 3:00PM. Meeting dates for 2011-2012: Sept. 8, November 10, January 12, March 8, and June 14.	
13. Adjournment	
	<p><u>Motion:</u> Dr. Joyce</p> <p><u>Text:</u> To adjourn at 5:15pm</p> <p><u>Second:</u> Dr. Chamberlin</p> <p><u>Vote:</u> All in favor</p>
Minutes recorded by: Steve Kossakoski	