



## Attendees

Trustees in attendance at VLACS: Mr. Joseph Lovejoy , Dr. Kent Chamberlin, Dr. Mark Joyce, Mr. John Hansen (phone), Ms. Kim Casey, Mr. Matt Trearmer  
Administration: Dr. Stephen Kossakoski, Mr. Tony Baldasaro, Ms. Kyle Cote  
Visitors: Ms. Roberta Tenney  
Apologies: Dr. Brennan, Dr. Hanson

## Agenda

Topics	Discussion	Decision
1. Call to Order	Mr. Lovejoy called the meeting to order at 3:03PM.	
2. Approval of Minutes	Mr. Lovejoy asked if there were any recommended revisions to the January 12, 2012 meeting minutes. No revisions were recommended.	<u>Motion:</u> Dr. Chamberlin <u>Text:</u> To approve the minutes of January 12, 2012 meeting, as presented. <u>Second:</u> Mr. Trearmer <u>Vote:</u> All members voted in favor of the motion.
3. Public Comment	None	
4. Items requiring approval		
4.1 2011-2012 budget revision	Dr. Kossakoski reviewed the proposed changes to the 2011-2012 budget. He noted that that historically the budget has been revised during the year as expenses and revenue projections change due to increasing enrollments.	<u>Motion:</u> Dr. Joyce <u>Text:</u> To approve the revisions to the 2011-2012 budget, as presented. The new budget total is \$3,448,148. <u>Second:</u> Mr. Trearmer <u>Vote:</u> All members voted in favor of the motion.
4.2 Policies		
4.2.1.	IKF – Graduation: Dr. Kossakoski presented the following revisions to	<u>Motion:</u> Ms. Casey

	policy IKF: increase math requirement to include .5 credit in Geometry; requirement to complete 1 college credit or an ELO related to a career plan; and, update the advisory curriculum to include development of a career plan.	<u>Text:</u> To approve the revisions to policy IKF- Graduation, as presented. <u>Second:</u> Mr. Treamer <u>Vote:</u> All members voted in favor of the motion.
4.2.2.	JRA – Students Records and Access -- Dr. Kossakoski presented policy JRA for adoption. The policy was updated by the school’s attorney to ensure compliance with state and federal laws.	<u>Motion:</u> Dr. Joyce <u>Text:</u> To approve the revisions to Policy JRA- Student Records and Access, as presented. <u>Second:</u> Ms. Casey <u>Vote:</u> All members voted in favor of the motion.
4.2.3	EGA – Data Security – Dr. Kossakoski presented policy EGA for adoption. The policy was created by the school’s attorney and reviewed by the VLACS personnel to ensure that all security measures can be implemented upon adoption of this policy.	<u>Motion:</u> Ms. Casey <u>Text:</u> To approve policy EGA- Data Security, as presented. <u>Second:</u> Dr. Joyce <u>Vote:</u> All members voted in favor of the motion.
5. Finance		
5.1. Review of financial reports	The Trustees reviewed all financial reports. General ledger reports for the months of October, November, December, and January were signed.	
5.2. Enrollment limit and FY 2011-12 funding	Dr. Kossakoski reported that the school will reach the funding limit governed by MOU by mid-May.	
5.3. Introduction of 2012-13 budget	Dr. Kossakoski reviewed the proposed 2012-2013 budget. Trustees will have the opportunity to review the budget and ask questions before the June meeting.	
6. Legislative News	Dr. Joyce reviewed pending legislation related to public schools.	
7. Administrative Report		
7.1. Enrollment	Dr. Kossakoski reported that enrollments have grown from 8,900 (Jan 12, 2012) to 10,026 (March 8, 2012).	
7.2 Charter renewal	A team from SERESC, led by Dr. Richard Ayers, will conduct the on-site study in the fall.	
7.3 Future directions	Dr. Kossakoski, Mr. Baldasaro, and Ms. Cote commented on the following projects: developing college and career ready students, collecting student progress data, Knewton math readiness course, and the Next Generation Learning Challenge.	
8. Human Resources		
8.1. Report	Mr. Baldasaro reported on the hiring process and the need to hire a new cohort of part-time instructors in order to meet increasing enrollments. He called attention to the personnel list which lists all employees and highlights newly hired staff members.	
10. Old Business	NA	
11. New Business	NA	

11. Next Meeting. All meetings begin at 3:00PM. Meeting dates for 2011-2012: June 14. Graduation will be held on June 15, 2012, at 4:00PM at the Capital Center for the Arts in Concord, NH.

13. Adjournment

Motion: Dr. Joyce

Text: To adjourn at 5:00PM

Second: Ms. Casey

Vote: All members voted in favor of the motion.

Minutes recorded by: Steve Kossakoski