



## Attendees

Trustees: Dr. Mark Joyce, Mr. Joseph Lovejoy, Dr. Kent Chamberlin, Mr. John Hansen, Mr. Matthew Treamer, Ms. Kimberley Casey, Dr. Arthur Hanson  
Administration: Dr. Stephen Kossakoski, Mr. Tony Baldasaro, Ms. Kyle Cote  
Visitors: Ms. Roberta Tenney, NHDOE  
Apologies: Dr. Thomas Brennan

## Agenda

Topics	Discussion	Decision
1. Call to Order	Mr. Lovejoy called the meeting to order at 3:05	
2. Nomination of Trustees	Mr. Lovejoy asked for a motion to approve the nomination of members who terms have expired.	<u>Motion:</u> Mr. Treamer <u>Text:</u> To nominate and elect the following Trustess through June 30, 2014: Dr. Joyce, Mr. Treamer, Ms. Casey, Dr. Brennan, and Mr. Hansen <u>Second:</u> Dr. Chamberlin <u>Vote:</u> All members voted in favor of the motion.
3. Election of Officers	Mr. Lovejoy asked for a motion to approve the nomination of a new slate of Board officers.	<u>Motion:</u> Ms. Casey <u>Text:</u> To nominate and elect the same slate of officers who served during 2010-2011. Chair, Mr. Lovejoy; Vice Chair, Dr. Chamberlin; Treasurer, Mr. Treamer; Secretary/Clerk, Dr. Joyce <u>Second:</u> Mr. Treamer <u>Vote:</u> All members voted in favor of the motion.
4. Approval of Minutes	Mr. Lovejoy asked if there were any recommended revisions to the June 9, 2011 meeting minutes. No revisions were recommended.	<u>Motion:</u> Dr. Chamberlin <u>Text:</u> To approve the minutes of the June 9, 2011 meeting, as presented. <u>Second:</u> Mr. Hansen <u>Vote:</u> All members voted in favor of the motion.

5. Public Comment	None	
6. Items requiring approval		
6.1. Truancy policy	Dr. Kossakoski and Ms. Cote discussed the new truancy policy. Ms. Cote noted that parents of full-time students had been contacted regarding the policy via the guidance newsletter. Parents were asked to contact Ms. Cote or to attend this meeting if they wanted to share their opinions about the policy.	<u>Motion:</u> Dr. Chamberlin <u>Text:</u> To approve policy JH, Truancy, as presented <u>Second:</u> Ms. Casey: <u>Vote:</u> All members voted in favor of the motion.
6.2. Appointment of Truancy Officer	Dr. Kossakoski asked the Board to appoint and elect Ms. Cote as the school's Truancy Officer.	<u>Motion:</u> Dr. Joyce <u>Text:</u> To nominate and elect Ms. Cote as Truancy Officer <u>Second:</u> Ms. Casey <u>Vote:</u> All members voted in favor of this motion.
6.3. Revised 2011-2012 budget	Dr. Kossakoski presented revisions to the 2011-2012 budget. Increases to the budget are required to meet increasing enrollments.	<u>Motion:</u> Dr. Chamberlin <u>Text:</u> To approve the revisions to 2011-2012 budget as presented. The approved budget total is \$3,295,498. <u>Second:</u> Dr. Joyce <u>Vote:</u> All members voted in favor of this motion.
6.4. DOE 25	Dr. Kossakoski noted that the DOE 25 will be ready for signatures at the next meeting.	
6.5. Dissertation research	Dr. Kossakoski presented a request for approval to conduct research with VLACS students. The researcher is a VLACS instructor who is a doctoral student at Northeastern University.	<u>Motion:</u> Dr. Hanson <u>Text:</u> To allow VLACS instructor Andrea Pleau to conduct a doctoral research project with VLACS students pending approval of the Institutional Research Board at Northeastern University and approval of the survey and survey methods by VLACS administration. Parental permission will be required before any student is allowed to participate in this project. <u>Second:</u> Ms. Casey <u>Vote:</u> All members
7. Finance		
7.1. Review of financial reports	The Trustees reviewed all financial reports and signed the general ledgers reports for the months of June, July, and August.	
7.2. Draft audit report	The Board asked Dr. Kossakoski to request that a draft of the 2010-2011 be available for review by members of the Board before the next meeting.	
8. Administrative Report		
8.1. Enrollment	Dr. Kossakoski reported that enrollments are at 8,376 as of 9/8/2011.	

8.2 Administrative report	<p>Dr. Kossakoski reported on the following items:</p> <ul style="list-style-type: none"> <li>• A change to the articles of agreement will be necessary in order to create a secondary business name for VLACS.</li> <li>• The annual progress report will be completed upon receipt of the auditor's report.</li> <li>• Work has started on the charter renewal process.</li> <li>• VLACS recently hosted a meeting of the NH High Tech Council's Education Committee</li> </ul>	<p><u>Motion:</u> Dr. Chamberlin  <u>Text:</u> To support the renewal of the school's five year charter.  <u>Second:</u> Mr. Treamer  <u>Vote:</u> All members voted in favor of the motion.</p>
9. Curriculum and Programming		
9.1. – 9.3 New courses, competencies and ELOs	<p>Mr. Baldasaro reported that several new courses are available to students including digital photography, music appreciation, green design and technology, and introduction to marketing. Competencies have been developed for each of these new courses and for course upgrades, as well. Mr. Baldasaro also reported that he and Mr. Prescott are working with school districts to create customized ELO programs.</p>	
9.4 Future directions	<p>Dr. Kossakoski discussed the progress that the school has made in achieving its five-year goals. He also presented areas identified for improvement. Goals for improvement were formulated by analyzing course data and feedback from students, parents, schools, and staff. Dr. Kossakoski reported on future directions for the school which included: expanding course offerings, becoming a 6-14 school, creating an adult education program, implementing services for struggling students, and continuing to expand programming for out-of-state students.</p>	
10. Personnel		
10.1 Staffing update	<p>The update staffing report was available for review by Board members.</p>	
10.2. New cohort of instructors	<p>Mr. Baldasoro reported that a cohort of twenty new instructors have begun training and will be guided by a mentor while working with a small number of students this fall.</p>	
11. Policy	<p>See agenda item 6.1</p>	
9. Old Business	<p>NA</p>	
10. New Business	<p>NA</p>	
11. Next Meeting. All meetings begin at 3:00PM. Meeting dates for 2011-2012: November 10, January 12, March 8, and June 14.		
13. Adjournment		
		<p><u>Motion:</u> Mr. Treamer  <u>Text:</u> To adjourn at 5:20pm  <u>Second:</u> Dr. Chamberlin  <u>Vote:</u> All in favor</p>
Minutes recorded by: Steve Kossakoski		

