



**Attendees**

Trustees in attendance: Dr. Mark Joyce, Dr. Kent Chamberlin, Mr. Joseph Lovejoy, Mr. John Hansen

Administration: Dr. Stephen Kossakoski, Mr. Scott Prescott, Mr. Jason Fitzpatrick, Mr. Tony Baldasaro, Mr. Larry White

Visitors:

Apologies: Dr. Arthur Hanson, Mr. Matt Treamer, Ms. Kimberley Casey

**Agenda**

Topics	Discussion	Decision
1. Call to Order	Mr. Lovejoy called the meeting to order at 3:00PM	
2. Approval of Minutes:	Mr. Lovejoy asked if there were any revisions to the meeting minutes of September 10, 2015.	<u>Motion:</u> Dr. Chamberlin <u>Text:</u> To approve the minutes of the September 10, 2015 meeting, as presented. <u>Second:</u> Dr. Joyce <u>Vote:</u> All members voted in favor of the motion.
5. Public Comment	None	
6. Items Requiring Approval		
6.1. Policy Revision	Dr. Kossakoski asked the Trustees to approve a revision to policy ACE, Rights of Disabled/Handicapped Persons. The revisions to the policy were recommended by counsel and include the addition of language for requesting an impartial hearing. Mr. Lovejoy asked for a motion to approve the revision to policy ACE, Rights of Disabled/Handicapped Persons.	<u>Motion:</u> Dr. Joyce <u>Text:</u> To adopt the revision to policy ACE, Rights of Disabled/Handicapped Persons, as presented. <u>Second:</u> Mr. Hansen <u>Vote:</u> All members voted in favor of the motion
7 Financial reports and budget status.	The Trustees reviewed all financial reports. General ledger reports for the month of September and October were available for review and signature. Mr. White reviewed the balance sheet and reported that the school is in good financial standing. He also reported that the state funding rate has increased by 1.8% to \$5,597.27 per full-time student.	
8. Legislative News		

9. CEO's Report

9.1 Enrollment  
Dr. Kossakoski reported that VLACS enrollments from July 1, 2015 to November 18, 2015 total 16,041. Enrollments between July 1, 2015 and September 9, 2015 have increased by 38.5% over the same time period last year. There are 170 full-time students enrolled in grades 6-12. We also have 6 students working on completing one year of college and 32 students pursuing an associate degree.

9.2 CEO's Report  
Dr. Kossakoski updated the board on the following topics:  
--Section 504 compliance: Dr. Kossakoski thanked the board for approving the revisions to policy ACE. He noted that the revised policy will be shared with staff and will become part of the enrollment package that parents and students acknowledge during the registration process. Dr. Kossakoski also stated that instructional design and technology staff members will take part in training regarding Section 508 with an overview of the requirements for making digital resources accessible to all being provided to all employees. Chief Human Resource Officer, Tony Baldasaro, Director of Instructional Design, Heather Reed, Director of Technology, Jason Fitzpatrick, and Section 504 Coordinator, Kyle Cote, will initiate and oversee ongoing reviews of our compliance efforts.  
--Facility update: Mr. White reported that painters are repairing and painting three ceilings upstairs and will be painting the entire main conference room. A new carpet will also be installed in the main conference room.  
--Dr. Kossakoski, Mr. Lovejoy, and Mr. White will attend the State Board of Education meeting on December 14 to update the board regarding the new learning model and to propose that differentiated aid be distributed to VLACS based on the number of pupils eligible for a free or reduced-price lunch or who are English language learners.

10. Administrative Reports

10.1 Review of personnel list  
Mr. Baldasaro reviewed the personnel report. The school currently employs 203 full-time and part-time staff members. Mr. Baldasaro also reported that he has initiated the hiring of a new cohort of 15-20 part-time instructors in order to fulfill current and projected enrollment requests.

10.2 Review of Administrative Reports  
Mr. Lovejoy asked if there were any questions regarding the administrative report that was included in the informational packet. Mr. Prescott reviewed the new learning model. Mr. Fitzpatrick reported on the new website and software development. Dr. Kossakoski thanked Dr. Chamberlin for donating his time to help develop a team project that focuses on science and ecology.

11. Board of Trustees Meeting Dates January 14, 2016; March 17, 2016; May 26, 2016. All meetings are held in the VLACS conference room from 3:00-5:00PM. Graduation is scheduled for Friday, June 10, 2016, 4:00PM, at the Capitol Center for the Arts in Concord, NH.

12. Adjournment

Motion: Dr. Chamberlin  
Text: To adjourn at  
Second: Dr. Joyce  
Vote: All members voted in favor of the motion.

Minutes recorded by: Steve Kossakoski