

VLACS Board of Trustees

Minutes

Date: Thursday, June 4, 2009
Location: Virtual Learning Academy Conference Room
30 Linden Street, Exeter, NH Time: 3:00PM

Attendance

Trustees

Dr. Kent Chamberlin
Dr. Mark Joyce
Mr. Joseph Lovejoy
Dr. Arthur Hanson
Dr. Thomas Brennan
Mr. Matthew Treamer (phone)
Mr. John Hansen
Ms. Kimberly Casey

Administration

Dr. Stephen Kossakoski
Mr. Gary Tirone

Visitors

Ms. Roberta Tenney

Minutes

1. Mr. Lovejoy called the meeting to order at 3:05PM.
2. Dr. Joyce administered the oath of office to Dr. Hanson.
3. Dr. Chamberlin made a motion to accept the minutes from the April 9, 2009 meeting. Seconded by Dr. Joyce. All members voted in favor of the motion.
4. Public comment: none
5. Finance
 - 5.1. The trustees reviewed the financial reports and signed manifests. There were no questions.
 - 5.2. Dr. Kossakoski presented the annual audit and reported that the financial statements were found to be accurate and in conformity with accounting principles. Dr. Kossakoski also reported that the auditor sent a letter, separate from the audit report, to VLACS management stating that the school received a reimbursement of grant funds after the expiration of the grant period which must be returned to the NHDOE. A check will be sent to the NHDOE equal to the amount of the reimbursement (\$753). Dr. Joyce made a motion to accept the auditor's report for the period ending June 30, 2008. Seconded by Dr. Chamberlin. All members voted in favor of the motion. Dr. Chamberlin made a motion to retain Dumais and Ferland to conduct the 2008-2009 audit. It is expected that the audit report will be available for review by the Board of Trustees at the November 2009 meeting. Seconded by Dr. Hanson. All members voted in favor of the motion.
 - 5.3. Dr. Kossakoski reported that the NHDOE will not approve the request to allow VLACS to receive funding for more than five credits per year for each full-time student. Current law will not allow the DOE to exceed annual funding limits for individual students.
 - 5.4. Dr. Kossakoski, Ms. Casey, Dr. Joyce, and Ms. Tenney reported on the

discussions taking place in Concord regarding state funding of charter schools. It was suggested that state representatives should be contacted by Trustees and VLACS administrators to discuss the importance of state funding for charter schools. It was also recommended that parents/guardians of VLACS students should be notified and asked to contact their representatives to voice their opinion regarding the funding of charter schools.

- 5.5. Dr. Kossakoski reviewed the proposed 2009-2010 operating budget. Dr. Hanson made a motion to approve the 2009-2010 operating budget. Seconded by Dr. Chamberlin. All members voted in favor of the motion.
- 5.6. Ms. Casey made a motion to authorize the CEO to sign all documents required by the Local Government Center Property-Liability Trust to provide the following services: workers' compensation, unemployment insurance, and property/liability insurance. Seconded by Dr. Hanson. All members voted in favor of the motion.
6. CEO/CLO Report
 - 6.1. Dr. Kossakoski reported that there were 5,895 enrolled, active, or completed enrollments as of May 30, 2009. This number included enrollments for the 2009-2010 school year.
 - 6.2. Administrative updates: Mr. Tirone reported that the school partnership program continues to grow. There are now over 70 schools or school districts that have elected to attend partnership training. Dr. Kossakoski and Mr. Tirone discussed their recent meeting with a representative from Antioch University to discuss the possibility of establishing a graduate level certificate program in blended learning. Dr. Kossakoski reported that he and Mr. Tirone will be meeting with representatives from the Great School Partnership on June 16th to discuss how VLACS can assist students in Maine, Vermont, and Rhode Island. He also noted that the new Commissioner of Education, Dr. Virginia Barry visited VLACS recently along with Ms. Tenney. Dr. Kossakoski reported that the Trustees are invited to the Excellence in Education Awards ceremony on June 16th where VLACS will receive a special recognition award. He also announced that the school has received a grant from the NHDOE to establish the Personalized Pathways program.
7. Personnel
 - 7.1. Dr. Joyce made a motion to allow the CEO to hire all professional and support staff personnel on an ongoing basis. The CEO will provide the Trustees with a report on all new hires to the Board of Trustees' during regularly scheduled business meetings. Seconded by Dr. Brennan. All members voted in favor of the motion.
 - 7.2. Dr. Joyce made a motion to enter non-public session under Chapter 91A:311(a), at 4:55PM. Seconded by Dr. Chamberlin. Roll call vote: All members voted in favor of entering non-public session. In attendance: Dr. Joyce, Dr. Chamberlin, Mr. Lovejoy, Mr. Treamer (phone), Dr. Hanson, Dr. Brennan, Mr. Hansen, Ms. Casey. Topic: CEO contract. Dr. Chamberlin made a motion to increase the CEO's salary by 5% for 2009-2010. Seconded by Dr. Brennan. All members voted in favor of the motion. Ms. Casey made a motion to leave non-public session. Seconded by Mr. Hanson. Roll call vote: All members voted in favor of leaving non-public session. The Board of Trustees returned to public session at 5:05PM.
8. Policy: NA
9. Old Business: none
10. New Business: Mr. Lovejoy discussed the possibility of developing a 10 minute

video for use by Trustees or VLACS personnel during presentations. The video would provide viewers with information about how the school operates. Dr. Kossakoski will begin moving forward with the project and report back to the Board at the next meeting.

11. Next meeting: TBD

12. Dr. Brennan made a motion to adjourn at 5:10PM. Seconded by Dr. Hanson. All members voted in favor of this motion.