



Meeting Minutes

January 23, 2020

3:00-5:00PM

VLACS Conference Room
30 Linden Street, Exeter, NH 03833

Attendees

Trustees in attendance onsite: Mr. Joseph Lovejoy, Mr. Jerome Frew, Ms. Kimberley Casey, Ms. Jessica Lyons

Trustees in attendance via Zoom: Dr. Kent Chamberlin, Dr. Mark Joyce, Mr. Matt Treamer,

Administration: Dr. Stephen Kossakoski, Mr. Larry White, Mr. Tony Baldasaro, Ms. Lane

Apologies:

Agenda

Topics	Discussion	Decision
1. Call to Order	Mr. Lovejoy called the meeting to order at 3:04PM	
2. New board member nomination	Mr. Lovejoy introduced Jessica Lyons and reported that he and Dr. Kossakoski met with Ms. Lyons last week to discuss board roles and responsibilities. After introductions and a discussion, Mr. Lovejoy asked for a motion for nomination.	<p><u>Motion:</u> Ms. Casey <u>Text:</u> To nominate Jessica Lyons to a three-year term as a trustee. <u>Second:</u> Mr. Treamer <u>Vote:</u> All members voted in favor of the motion.</p> <p>Mr. Lovejoy administered the Oath of Office to Ms. Lyons</p>
3. Approval of Minutes:	Mr. Lovejoy asked if there were any revisions to the meeting minutes of November 21, 2019	<p><u>Motion:</u> Ms. Casey <u>Text:</u> To approve the minutes of the November 21, 2019 meeting as presented. <u>Second:</u> Dr. Chamberlin <u>Vote:</u> All members voted in favor of the motion.</p>
4. Public Comment	None	
5. Items Requiring Approval		
5.1. Policy Update	Dr. Kossakoski recommended that the board adopt the revision to policy GCF, Authority to Hire and Terminate	<p><u>Motion:</u> Dr. Joyce <u>Text:</u> To adopt policy GCF, Authority to</p>

	Personnel. The current policy does not address termination. The recommended revision will bring this policy into agreement with board approved practices.	Hire and Terminate Personnel as presented. <u>Second:</u> Mr. Frew <u>Vote:</u> All members voted in favor of the motion
5.2. Policy Update	Dr. Kossakoski recommended that the board adopt the revision to policy JH, Truancy. The revisions to this policy include language updates and a clarification regarding the development of course completion plans.	<u>Motion:</u> Mr. Frew <u>Text:</u> To adopt policy JH, Truancy <u>Second:</u> Ms. Casey <u>Vote:</u> All members voted in favor of the motion
5.3. Policy Update	Dr. Kossakoski presented policy JLDBB, Suicide Prevention. This policy is required by state law and will guide the development and implementation of practices and services to prevent, assess the risk of, intervene in, and respond to suicide.	<u>Motion:</u> Ms. Casey <u>Text:</u> To adopt policy JLDBB, Suicide Prevention as presented. <u>Second:</u> Ms. Lyons <u>Vote:</u> All members voted in favor of the motion
5.4. Permission to participate in the NHPDIP	Mr. Lovejoy offered information regarding the New Hampshire Public Deposit Investment Pool. Mr. White reported on the advantages of this investment option over traditional bank sponsored certificates and accounts. He noted that he has contacted NHPDIP to verify that VLACS is eligible to participate.	<u>Motion:</u> Ms. Casey <u>Text:</u> To authorize the CEO to enroll the school as a member of the NHPDIP and to invest funds therein. <u>Second:</u> Dr. Joyce <u>Vote:</u> All members voted in favor of the motion
5.5. Approval of vendor contract termination	Mr. Lovejoy asked for a motion to enter non-public session.	<u>Motion to enter non-public session:</u> Ms. Casey <u>Text:</u> To enter non-public session under 91-A:3- II, section (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. <u>Time:</u> 3:35PM <u>Second:</u> Mr. Frew

Roll Call Vote: All members voted in favor of entering non-public session.
Attendance: Dr. Joyce, Dr. Chamberlin, Mr. Treamer, Mr. Lovejoy, Mr. Frew, Ms. Casey, Ms. Lyons
Discussion: Dr. Kossakoski asked the board to approve a contract termination agreement. Both parties are in agreement with terminating the agreement and associated projects.
Motion: Dr. Chamberlin
Text: To authorize the CEO to sign the contract termination agreement with Motivis Learning.
Second: Dr. Joyce
Vote: All members voted in favor of the motion.
Motion to leave non-public session: Ms. Casey
Second: Mr. Frew
Roll Call Vote: All members voted in favor of leaving non-public session.
Time: 3:45PM

6. Finance

6.1 Financial Reports The Trustees reviewed all financial reports. General ledger reports for the months of November and December were available for review and signature. Mr. White reviewed the financial statements and reported that the school is in good financial standing.

7. Legislative News Mr. Frew briefed the board on new education related bills that have been introduced this session.

8. Administrative Reports • Dr. Kossakoski reported that enrollment for the period July 1 through January 22nd has increased by 3.7% over the same period last year.

- Dr. Kossakoski reported that SNHU will no longer support the UStart program. A meeting with SNHU staff will take place on Friday to review a “teach-out” plan. Plans for replacing UStart courses are in process.
- Ms. Lane reported on recent partnership training sessions and webinars.
- Mr. Baldasaro reviewed the personnel report and stated that a new cohort of instructors is nearing completion of their training.

10. Board of Trustees Meeting Dates

- Graduation: June 5, 2018, 4:00PM, Capitol Center for the Arts, Concord, NH
- Proposed meeting dates for 2019-2020: March 26, 2020; May 21, 2020

13. Adjournment

Motion: Dr. Joyce
Text: To adjourn at 4:20.
Second: Ms. Casey
Vote: All members voted in favor of the motion.

Minutes recorded by: Steve Kossakoski