



Meeting Minutes
 January 20, 2022
 3:00-5:00PM
 VLACS Conference Room
 30 Linden Street, Exeter, NH 03833

Attendees

Trustees in attendance:

On-site: Ms. Jessica Lyons, Mr. Joseph Lovejoy, Dr. Kent Chamberlin, Ms. Kimberley Casey, Matt Treamer

Remote via Zoom: Dr. Mark Joyce

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

Apologies: Mr. Jerome Frew

Visitors: None

Agenda

Topics	Discussion	Decision
1. Call to Order	Mr. Lovejoy called the meeting to order at 3:02PM	
2. Board Development	Mr. Lovejoy and Dr. Kossakoski led the board through a review of the board by-laws. The recommended changes will be reviewed by the school's attorney and will be available for review and adoption at the March meeting.	
3. Approval of Minutes:	Mr. Lovejoy asked if there were any revisions to the meeting minutes of November 18, 2021.	<u>Motion:</u> Mr. Treamer <u>Text:</u> To approve the minutes of the November 18, 2021 meeting as presented. <u>Second:</u> Dr. Joyce <u>Vote:</u> All other members voted in favor of the motion
4. Public Comment	None	
5. Items Requiring Approval		
5.1. Policy Revisions		

JRA Student Records – FERPA – The board approved changes to the list of directory information in September. Board members discussed whether student email addresses should remain in the list. No vote taken, The current policy will remain in effect.

EHA Data Breach – Dr. Kossakoski reviewed changes that were made to clarify what constitutes a data breach.
Motion: Dr. Chamberlin
Text: To approve EHA Data Breach as presented.
Second: Mr. Treamer
Vote: All members voted in favor of the motion

6. Finance

6.1 Status of IRS 990 and Annual Audit

6.2 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.

8. Legislative News NA

9. Administrative Reports Dr. Kossakoski reported on the following topics:

- Enrollment continues to be strong this year. The end-of-year totals should be less than 2020-2021 due to the reopening of schools around the state.
- Graduation will be held online via Zoom on June 10 beginning at 4:00PM.
- Dr. Kossakoski announced that Larry White will be retiring on April 1st. Mr. White has been the school’s CFO for the last nine years. Mr. Baldasaro shared a list of Mr. White’s accomplishments with the board. All of the board members and administrator’s present at the meeting thanked Mr. White for his commitment and service to the school.
- The CEO of KaiPod Learning (KPL) has been in contact with Dr. Kossakoski and the NHDOE regarding the development of learning pods in New Hampshire.

Depending on the level of interest by families, KPL may establish one or more sites in NH where students would be supervised while working in VLACS courses. KPL would charge families for the service. VLACS would not receive any form of compensation. Board members requested that Dr. Kossakoski check with the school's attorney regarding potential liability issues. Board members also raised concerns about the viability of this new venture and the potential effects on students and families. Dr. Kossakoski will report back to the board at the March meeting.

Mr. Baldasaro reported on the following topics.

- There are currently 313 employees at VLACS.
- Instructors who were hired in the fall have completed training and are ready to support larger number of students. A new cohort of instructors will be hired and begin training in February.

10. Board of Trustees Meeting Dates

- Graduation: Friday, June 10, 2022, 4:00PM, online via Zoom.
- 2021-2022 meeting dates: March 24, 2022; May 26, 2022

11. Adjournment

Motion: Dr. Chamberlin
Text: To adjourn at 4:30PM
Second: Mr. Treamer
Vote: All members voted in favor of the motion.

Minutes recorded by: Steve Kossakoski