



Meeting Minutes
 March 23, 2023
 3:00-5:00PM
 VLACS Conference Room
 30 Linden Street, Exeter, NH 03833

Attendees

Trustees in attendance:

On-site: Ms. Jessica Lyons, Dr. Kent Chamberlin, Mr. Nathan Lunney, Mr. Will Arvelo, Mr. Matt Treamer,

Remote via Zoom: Dr. Mark Joyce

Administration: Dr. Stephen Kossakoski, Ms. Amy Ransom, Mr. Tony Baldasaro

Apologies: Ms. Kimberley Casey

Visitors: None

Agenda

Topics	Discussion	Decision
1. Call to Order	Dr. Chamberlin called the meeting to order at 3:00PM.	
2. Approval of Minutes:	Dr. Chamberlin asked if there were any revisions to the meeting minutes of January 19, 2023.	<u>Motion:</u> Mr. Lunney <u>Text:</u> To approve the minutes of the January 19, 2023 meeting as presented. <u>Second:</u> Ms. Lyons <u>Vote:</u> All members voted in favor of the motion.
3. Public Comment	None	
4. Items requiring approval		
4.1. Revision of policy DJCA, Credit Cards	Dr. Kossakoski informed that board that each of the following policies has been reviewed by the school’s attorney and by Ms. Ransom. Employee titles have been updated and law citations have been revised as needed. <ul style="list-style-type: none"> ▪ ACE, Rights of Disabled/Handicapped Persons 	<u>Motion:</u> Dr. Joyce <u>Text:</u> To approve each of the following policies as presented: ACE, Rights of Disabled/Handicapped Persons; GBAA, Sexual Harassment and Violence, Employees; GBEB, Staff Conduct with Students; JH,

- GBAA, Sexual Harassment and Violence, Employees
- GBEB, Staff Conduct with Students,
- JH, Truancy
- JICL, Pupil Safety and Violence Prevention
- JLF, Reporting Child Abuse

Truancy ; JICL, Pupil Safety and Violence Prevention; JLF, Reporting Child Abuse
Second: Mr. Lunney
Vote: All members voted in favor of the motion

5. Finance

5.1. Presentation of the proposed 2023-2024 operating budget

Dr. Kossakoski and Ms. Ransom introduced the proposed 2023-2-24 budget. The budget includes a salary increase of 2% for all employees and assumes a growth rate of 4% over 2022-2023. Mr. White and Dr. Kossakoski will be available to answer any questions about the budget prior to the May meeting. Legislators continue to discuss changes to school funding rates which may result in adjustments to the proposed budget. More information will be available at the May board meeting.

5.2. Financial Reports

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

6. Legislative News

9. Administrative Reports

Enrollment: Dr. Kossakoski reported that 15,393 enrollment requests were made between July 1, 2022 and January 19, 2023, which is an increase of approximately 20% since the November meeting.

Comprehensive School Improvement:
 WestEd has been hired by the U.S. Department of Education to help CSI schools develop a strategy for improvement. We are currently scheduling meetings with WestEd to begin the planning process.

Charter Renewal:
 Dr. Kossakoski reported that the administrative team met with NHED staff to review charter renewal requirements. The charter renewal report is due on May 12 and a site visit by the NHED team is scheduled for June 26 from 9:00-1:00. A meeting

with the State Board of Education is tentatively scheduled for Thursday, September 14.

Artificial Intelligence: Dr. Kossakoski made a brief presentation to the board regarding the use of artificial intelligence by students and employees. Dr. Chamberlin commented on the importance of continued discussion regarding this topic.

Personnel: Mr. Baldasaro reported that the current employee count is 285. He does not anticipate that additional instructors will be hired in the next few months. He also announced that Amy Ransom, CFO, will be leaving VLACS as of June 30th. On July 1st she will become the business administrator for the Oyster River School District. Dr. Kossakoski, Mr. Baldasaro and board members thanked Ms. Ransom for her service to VLACS.

10. Board of Trustees Meeting Dates

- Graduation: Friday, June 9, 2023, 4:00PM, Capitol Center for the Arts, Concord, NH
- Board meeting dates: May 25, 2023
- NHED onsite visit: June 26 from 9:00-1:00

11. Adjournment

Motion: Mr. Tremer
Text: To adjourn at 4:11PM
Second: Mr. Lunney
Vote: All members voted in favor of the motion.

Minutes recorded by: Steve Kossakoski