Meeting Minutes

Virtual Learning Academy Charter School Board of Trustees
VLACS Conference Room, 19 Hampton Rd. Bldg. 2, Suite 11
Exeter, NH 03833
November 12, 2026
3:00-5:00PM

Attendees

Trustee	Attendance	Reason, if Remote	Notes
Ms. Katie Arey	Apologies		
Ms. Kimberley Casey	Present in Ex...		
Ms. Kyle Cote	Remote	Schedule/Travel	Arrival time 3:10
Mr. Nathan Lunney	Remote	Schedule/Travel	
Dr. Mark MacLean	Present in Ex...		
Mr. Matt Treamer	Present in Ex...		

Administration	Attendance	Notes
Ms. Natalie Berger, CEO	Present in Ex...	
Mr. Michael Hatfield, CAO	Present in Ex...	
Ms. Robin Bondar, Business Administrator	Present in Ex...	
Ms. Julie Reece Director of Teaching and Learning	Present in Ex...	

Visitor Name	Residence & Affiliation
None	N/A

Minutes

SECTION	NARRATIVE SUMMARY	ACTION/VOTE
1. Call to Order	The meeting was called to order at 3:02pm by Ms. Casey.	Minutes recorded by: Natalie Berger
2. Board of Trustees Chair nomination and election	The board accepted the emailed resignation of Dr. Kent Chamberlin due to personal reasons. A motion was made to nominate and elect Ms. Kim Casey as board chair. Motion By: Mr. Treamer Motion Text: To elect Ms. Casey as Chair of the VLACS Board of Trustees to fill the position vacated by Dr. Kent Chamberlain. Second: Dr. MacLean Discussion: None	Arey: Not Present Casey: Abstain Cote: Not Present Lunney: Yes MacLean: Yes Treamer: Yes Outcome: Motion passed 3-0-1
3. Approval of Minutes: May 14, 2026	Ms. Casey asked for a motion to approve the minutes from the September 17, 2026 meeting. Motion By: Mr. Lunney Second: Mr. Treamer Discussion: Mr. Lunney noted that Dr. MacLean was listed twice on the list of attendees, once in person and one remote. He asked for the minutes to be corrected to accurately reflect Dr. MacLean's remote attendance. Motion Text: To approve the minutes of the September 17, 2026 meeting as amended. Motion By: Dr. MacLean Second: Mr. Treamer	Arey: Not Present Casey: Yes Cote: Not Present Lunney: Yes MacLean: Yes Treamer: Yes Outcome: Motion passed 4-0-0
4. Public Comment	None	
5. Items requiring approval or acceptance		
5.1. Policy Updates 5.1.1. EHB-R Records Retentio	Ms. Berger summarized the proposed changes to the EHB-R Records Retention policy to replace existing EHB, EHB-R, and EGAH policy. VLACS has worked with legal consult to ensure that all revisions adhere to federal and state	Arey: Absent Casey: Yes Cote: Yes Lunney: Yes MacLean: Yes

n to replace existing EHB, EHB-R, and EGAH	law as well as local recommendations. Motion By: Mr. Treamer Motion Text: To adopt the revised policy EHB-R Records Retention as presented. Second: Dr. MacLean Discussion: Dr. MacLean commented that the revised policy aligns with those of other public entities. Mr. Lunney reminded the board that the last revision in 2024 added a column for responsible party, and noted for the record that this revision removed that column.	Treamer: Yes Outcome: Motion passed 5-0-0
5.2. DOE 25	Ms. Bondar reviewed the DOE 25 which was submitted to the state on (date). Motion By: Mr. Treamer Motion Text: To approve the submission of the DOE 25 as presented. Second: Mr. Lunney Discussion: None	Arey: Absent Casey: Yes Cote: Yes Lunney: Yes MacLean: Yes Treamer: Yes Outcome: Motion passed 5-0-0
6. Finance		
6.1. Review of financial reports and sign manifests	Review of financial reports and sign manifests: The Trustees reviewed all financial reports. General Ledger reports for the months of September and October were available for review and signature. Ms. Bondar reviewed the financial statements and reported that the school is in good financial standing.	
7. NHDOE/Legislative News	Ms. Berger shared that the New Hampshire Alliance for Public Charter Schools has been working with Senator Abbas on charter school funding increases. Initial language has been sent to legislative services for writing into statutory language, at which point the draft will be shared with us. Ms. Berger invited Dr. MacLean to share any additional legislative news being tracked by the NHSAA.	
8. Presentations to the Board (Informational)		
8.1. VLACS Artificial	Ms. Reece presented an update regarding her work analyzing and	

Intelligence Teaching and Learning Study	reflecting on learning and assessment at VLACS in order to determine what changes need to be put into place to ensure that we are preparing students for an AI-infused world. After feedback sessions with instructors, Ms. Reece and her team are engaging students in focus groups to understand their perspectives.	
8.2. Administrative report and enrollment	Ms. Berger highlighted the continued increase in enrollment compared with past years, both in full-time students and enrollment overall. Additional instructors and support personnel are being hired to keep pace.	
8.3. Personnel report	Mr. Hatfield reported that VLACS employed 270 individuals at the time of the report but new staff have since been onboarded for a total of 283. In addition, three active openings have been posted.	
9. Planning		
9.1. New Hampshire School Board Association	Ms. Berger asked the board if they would like to consider membership with the NHSBA now that they accept charter school members. The board agreed that it could be helpful and directed Ms. Berger to follow up on pursuing membership.	
9.2. Reminders	Graduation is scheduled for Friday, June 11, 2027, 4:00PM, DoubleTree Hilton, Manchester, NH Trustees will meet next on January 14, 2027; March 11, 2027; and May 13, 2027.	
10. Adjournment	Motion by: Dr. MacLean Motion Text: To adjourn at 3:48pm Second: Ms. Cote	Arey: Absent Casey: Yes Cote: Yes Lunney: Yes MacLean: Yes Treamer: Yes Outcome: Motion passed 5-0-0