



## MEETING OF THE BOARD OF TRUSTEES

January 14, 2019, 5:30pm  
GCVS Office, 238 Main Street, 3<sup>rd</sup> Floor, Greenfield Massachusetts 01301

Board of Trustees: John Lunt, Fernando Fleury, Doug Wilkins  
Late Arrival: Dr. Jessica Biggie (5:37pm)  
Excused Absence(s): Daryl Essensa  
Senior Leadership Team Members: Dr. Salah Khelfaoui, Interim Executive Director; Marc Richard,  
Director of Business Services

### MINUTES

I. Call to Order

Mr. Lunt called the meeting to order at 5:33pm.

II. Approval of Minutes December 10, 2018

**Motion by Mr. Wilkins; seconded by Mr. Fleury, to approve the minutes as presented.**

**Vote: (3-0-0)**

III. Public Comment

- Mr. Wilkins noted that this was the first meeting in recent memory where there was no Executive Session.

IV. Reports / Action Items

A. Business Manager's Report

- Per Mr. Richard, he is working with the DESE and the Department of Revenue on the payback of the school choice overpayments made to us. He confirmed that the overpayment has not caused any problems as the current year budget was not based on the additional amount.
- We received an initial payment from the Rural School Aid Grant but have since been advised that Commonwealth Virtual Schools do not qualify for this grant. The payment will be returned.
- The final payment has been made to K12.
- Per Mr. Richard, our cash flow looks fine – he and Dr. Khelfaoui continue to monitor spending closely.

B. Interim Executive Director's Report

- Dr. Khelfaoui reported that our enrollment numbers look good. We are holding Virtual Open Houses every Wednesday evening in January. So far, they have been well attended.
- The Senior Leadership Team, Guidance Counselors and Engagement Team have been discussing strategies for student retention. They have identified students in danger of dropping out and would like to offer a hybrid model with asynchronous learning. Dr. Khelfaoui stated that he is proposing a pilot program with ten students using Edgenuity, an online curriculum that we have been using for summer classes for high school students.
- Mr. Lunt questioned if the students are not attending now, what mechanism is in place to ensure that they would attend an asynchronous model?
- Per Dr. Khelfaoui, the Family Engagement Coordinator and Guidance Counselors would oversee these students. Every course offered would have a teacher of record which could be one of our teachers or through Edgenuity.
- Mr. Lunt stated that he liked the idea of the pilot program to see how this would work as a hybrid model.

**Motion by Mr. Wilkins; seconded by Dr. Biggie, to support partnering with Edgenuity as a pilot for an asynchronous model and student retention.**

**Vote: (4-0-0)**

- Based on the current number of students needing support, a request has been submitted by the Director of Student Services for a .5 FTE High School Special Education teacher.
- We have received the preliminary response from the DESE visit in October. Dr. Khelfaoui has been in contact with the DESE and is working on a response.
- Commissioner Riley will be giving his recommendation on our certificate renewal on January 31<sup>st</sup>. Dr. Khelfaoui will be attending the Board of Elementary and Secondary Education meeting on February 12<sup>th</sup> with Dr. Houle.

C. Report of Ad Hoc Subcommittees

- Per Mr. Fleury, the Budget Subcommittee met on January 10<sup>th</sup> and is bringing forward a unanimous recommendation for a .5 FTE Special Education Teacher for the balance of the school year. Mr. Richard has confirmed that the budget can support the hiring. The position will need to be reviewed in April for funding next year.

**Motion by Dr. Biggie; seconded by Mr. Fleury, move to approve the hiring of a .5 FTE Special Education Teacher.**

**Vote: (4-0-0)**

- Per Mr. Wilkins, the Policy Subcommittee has not met since the last Board meeting.

D. Report of the Chair / Other Business

- Nothing to report. Mr. Lunt commended Mr. Richard for staying on budget. He also stressed the need to continue to work on enrollment to increase our numbers.
- Mr. Wilkins proposed that at the next Board meeting, there should be an initial discussion regarding the status of the Interim Executive Director moving forward.

**Next Meeting Date – Monday February 11, 2019 at 5:30pm**

E. Adjournment

**Motion by Mr. Wilkins; seconded by Dr. Biggie, move to adjourn meeting.**

**Vote: (4-0-0)**

**Meeting adjourned at 6:17pm**