

**Opening comments and meeting called to order by Chair of the Board, Dr. Les Olson at 9:05AM**

1. Agenda – **Motion to accept as enclosed – approved by all**
2. Approval of the minutes – **Dr. John Doherty, second by Mr. Mark Donovan – approved by all**
3. Administrative and Committee Reports
  - End of the year meeting for P & A – Ms. Cathy Lawson
  - Update for the DESE report – Ms. Cathy Lawson
  - Financial Update – Mr. Clinton Rowe
4. Budget – Approval of salaries for 2011 – 2012 – Mr. Clinton Rowe presented salary scales for teachers.  
**Motion to approve 2011 – 2012 budget and salary request of 1.99% COLA with step by Dr. Les Olson, second by Dr. John Doherty; approved by all with one abstention by R. Langlois.**  
  
Mr. William McAlduff requested to see report on Food Services at a future Board Meeting  
  
Ms. Cathy Lawson discussed an increase of referrals for students with greater medical needs and requested to hire an additional nurse for the fy12 school year.  
**Dr. Les Olson made motion for Cathy Lawson to hire an additional nurse for the upcoming year – approved by all.**
5. Policies and Procedures and Business Procedures – **Motion to approve SEEM P&P by Dr. Les Olson and seconded by Dr. John Doherty, approved by all**
6. Public Posting of Open Meeting – **Motion to be given permission to post SEEM meetings to the SEEM website by Mr. Mark Donovan, seconded by Dr. John Doherty – approved by all**
7. Election of New Officers - Mr. William McAlduff recommended Dr. John Doherty for the 2011-2012 Chair of the Board, and Ms. Joanne Benton volunteered to be Financial Representative for 2011 – 2012.  
**Motion to approve – approved by all**

**Dr. John Doherty (new Chair) motion to end meeting at 9:55AM – approved by all**

Respectfully Submitted,

Ms. Cathy Lawson, Executive Director