

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