

Mesa Valley Vision, Inc.
Board of Stewards
Meeting Minutes
12-08-08

Attending Board Members:

Brenda Nordstrom
Craig Richmond
Susan Scofield
Candace Jahnke

Attending Employees:

Alison Bailey
Gail Giandonato

Governance Policy

The board discussed the Governance portion of the Guidebook and agreed they were not prepared to approve the recent amendments to the policy. It was agreed that Susan would send that section again via e-mail, that members would review it and come prepared to discuss and/or approve the changes at next month's meeting.

Funding Policy

It was agreed that the board would ask Nancy Paragien and Tom Atkinson to recommend changes to the existing Funding Guidelines based on their experience during this first year. The board will ask that a redlined copy be prepared by Nancy/Tom and returned to the board for approval in March, 2009.

Employment Agreement

Susan gave an update wherein she explained that our attorney had looked at the Employment Agreement and recommended some minimal changes, but that agreements had not yet been signed by staff members. Steve suggested that we use the District's Employment Agreement for at-will employees, since our employees are actually employed by the District. Steve will have Colleen Martin and the District's attorney, David Price, look at our agreement and revise it to take into account the MVV-HCP state waivers.

Director's Report

Western Colorado Community College: Alison shared that the RCs recently took a tour of WCCC where they saw the entire facility. They were enthused about the crossover possibilities for our high school students. There are still many details to iron out regarding fees and eligibility. Steve and Alison will continue working on these details with the hopes of offering WCCC classes to MVV students next year.

Budget: Alison handed out a current budget report but no further discussion followed.

CSAP: Alison shared that she has finalized a plan to use Canyon View Vineyard Church for a testing facility this year. She is also working on proctor schedule and has set up CSAP training for staff members on January 29th. At the Canyon View facility, parents with young children will have a waiting room to use during the testing. Alison has made arrangements for an older child to help watch the young

children. She has also ordered CSAP prep materials, which will be available to families after the holidays and plans to offer some evening get-togethers for parents and kids to become familiarized w/CSAP.

CBLA: In preparation for the upcoming DRA2 assessment, our Reading Specialist (Gail Washington) will be hosting a monthly reading time for K-3 students and their parents. During these reading times, Gail hopes to familiarize parents with the assessment and allay any concerns they may have. In the future, we may train some RCs to administer the DRA2 as well.

NWEA: Alison is working on scheduling this assessment for April.

ACT: At this time, 6 juniors are signed up to take the assessment on April 22nd. Alison plans to attend training in early January and proctor it herself on the 22nd.

Holiday Staff Bonus: Alison explained that although it was the board's wish to give each staff member a \$100 Visa card for the holidays, the District accounting department alerted us that a Visa card would be considered income and have to be taxed as such. The board agreed to pay the staff a \$100 stipend, plus the estimated tax, in January instead.

Non-compliant Families: Alison shared a couple of situations regarding non-compliant families and asked for the board's direction –

- An 8th grader who is home alone, responsible for structuring his own learning time while watching his 2-year-old sister. In this case, the family is not regularly logging hours in the ILP Suite and not returning phone calls from their RC. The board supported Alison's plan to meet with the mom and ask that she demonstrate hour-entry every 2 weeks and 2nd semester ILP completion by January 10. The board suggested that funding be suspended until January 10. The board also agreed that the family will be exited if the improvement plan is not fulfilled by the end of January.
- A high schooler who is not logging hours and not keeping scheduled meetings with staff members. The board agreed with Alison's recommendation that a short-term improvement plan be drafted by Alison, Dick Nunamaker and Bob Dauk. The board asked that the student be given until the end of January to fulfill the terms of the improvement plan. The board agreed the student should be exited at the end of January if the improvement plan is not fulfilled.

2nd Semester ILPs & Schedules

The board discussed upcoming deadlines for RCs to be aware of. They agreed that RCs should begin working with families on 2nd semester ILPs and schedules after the holidays. The third allotment of funding will be available on January 10th for families in compliance who are working in good faith on 2nd semester ILP development.

CMCS Alignment

The board agreed that the alignment of Colorado Model Content Standards on the ILPs should be complete on both the 1st semester and 2nd semester ILPs by the end of the 2nd semester this year. They also agreed that standards should be aligned during the development or shortly after the completion of ILPs next year.

Attendance

Susan shared that she, Alison, Steve and Marilyn Lyman had hashed out very specific key dates and procedures for attendance compliance (October count). She drafted up a schedule which will go into the Guidebook. This schedule will also be added to an Operational Calendar for the school, which she is also working on.

Accountability

The board agreed that Alison, Susan and Steve will continue working on Accountability key dates and procedures in January. These key dates and procedures will include detail on HQ signoff (Alison has already compiled an internal HQ listing).

It was agreed that Brenda would run 1st semester hour summary reports for each student's cum file before the holiday break.

2009 Board Schedule

The board agreed that meetings will continue monthly on the 2nd Tuesday of the month, at 6:00 pm, in 2009. Susan said she would e-mail all with the dates for 2009 so they can mark their calendars.

Technology

The board had a discussion about the need for someone locally to help with IT issues. They agreed to look for someone locally in the 2nd semester that could contract with us to help with staff software training and hardware issues.

Family Advocate Issues

The board had a discussion on whether or not our Level 1a background check form should have a signature line. They all concurred that it should, but that annual re-checks could be performed without a new signature. The board also agreed that the background check files should be complete by May of each school year.

Website

The board agreed that Susan should finish up working on the first round of updates with Kevin and then pass it on to Diane for future development. They approved an allotment of \$2,000 for further website development and expressed their wishes to work with a local vendor for continued changes.

Software Committee

Candace gave an update on the progress of the software committee. She said that Laurajean Downs sent a letter to Kevlors recently which included a request to revise the dropdown menus; but that to-date, no changes have been made. The board agreed to set a deadline for those changes of December 19, 2008 and asked that Candace convey that deadline to Kevlors. Susan asked that any correspondence between Kevlors and MVV be printed out and put in the Kevlors file behind Brenda's desk.

Ebel/Perkins Letter

The board agreed they would review the draft of this letter (which they received via e-mail) and make their recommended changes ASAP. The letter is scheduled to go out in mid-December.

Graduation Committee

Craig shared that the committee is fleshing out a sequence for seniors to follow. They are also working to define the pathways for graduation (conventional, distinction) and will be drafting more detailed

policy. The committee plans to meet with each seniors early in the 2nd semester to get to know them, hear about their high school learning and ask them to get started on an essay.

Craig asked the board for clarity on their intentions regarding our graduation policy being identical in its requirements to the District. The board agreed that while our requirements are the same (4 credits in language arts), we have no prescribed content for those credits. All also agreed with our initial policy that those credits may be earned in a variety of ways.

The board also agreed that we comply with all state-mandated requirements for graduation (such as one P.E.).

Craig asked if we will award .5 high school credit for 9th and 10th grade CSAP proficiency, as the district currently does. The board agreed unanimously that we will.