

**Mesa Valley Vision, Inc.
Board of Stewards
Meeting Minutes
2-10-2009**

Attending Board Members:

Brenda Nordstrom
Craig Richmond
Susan Scofield
Candace Jahnke
Gerund Coonprom
Ruth Bond

Attending Employees:

Alison Bailey
Gail Giandonato
Diane Rino
Tom Atkinson

Family Advocate Update

February Newsletter: Diane explained that the February newsletter was sent out to all families via mail and to all staff/ board members via email. The newsletter will continue to be sent out in the mail but will eventually be uploaded to the school web site. Alec Lindsay is creating a more user friendly/ customized template for us to use monthly for the newsletter. He has also helped to create our new very professional new logo.

Building Use Fees: She shared a fee schedule showing that if buildings are being used for district 51 students, the rates are very reasonable. If it is a sponsored event, there would be no fee.

Enrollment Packet: Diane requested that the District's Consent to Photograph and Release Name form be added to our enrollment packet. The board agreed that this would be helpful.

Miscellaneous: She also shared the following information:

- Approximately 69 people come out for our MVV-HCP Sponsored Ice Skating event on Jan. 31st.
- Vision staff took a tour of the Career Center on February 9th. *Western Colorado Community College (WCCC) interviews are scheduled for February 11th. Three or four of our sophomores are being interviewed in hopes of being chosen for the program for next year.
- Two Vision students will be participating in the Speed Reading course offered through the Biz/Ed. Foundation (Branch of the GJT Chamber of Commerce) on February 12th from 8:00-3:45 at the Fellowship Church.
- Valentine's Day Craft is scheduled for February 11th from 2:30- 4:00 at the Center for Independence. The Valentine's Day craft and cards are being made for the veterans and staff at the VA Nursing Home. Items will be delivered on Saturday, February 14th at 11:00.
- February 26th-Alison and Diane will meet with all of the middle school counselors to finalize cross over policy.
- Newspapers in Education (NIE) will come to Vision on Friday, February 27th at 2:30 to offer a short class on what the program can offer our home school families.

Financial Administrator Update

Budget & Potential Growth:

Tom explained that he and Susan had met with Melissa and Vi to discuss the current budget situation and how it may impact us. They were informed that the state anticipates cutting 2% overall (\$2 million from \$150 million) from the district's next fiscal year budget. The district may also be required to pay back \$750,000 from this fiscal year. Currently the budget bill is being argued. Tom explained that we should assume that our funds will be 2% less per student next year. Melissa is supportive of our plans for some growth next year, but wants to see hard data. Tom will prepare for her a budget assuming we don't grow (due by the end of March) as well as a budget with our plan for growth. He will meet with her again on February 24th to discuss these two budgets. Melissa agreed that opening our enrollment to 300 would be helpful for the district due to overcrowding in the schools. She seems pleased with how things are going, looks at us as being proactive and is positive about providing different ways to serve students. Tom explained that to date we are in very good shape. We overspent on postage by \$221.00 and software by \$429.00 but in all other areas are well within our budget. Melissa and Vi are pleased that we are not over budget.

Carryover Funds:

At this point the issue of carrying over surplus to next year (in hopes of saving for future building project) is up in the air. The board discussed what should be done with the \$100,000 surplus in the event that it cannot be carried over. Offering students scholarships for crossover classes at WCCC was discussed. Currently our teens can take these classes at a cost of \$450 or 500 per semester. It costs the district 1350 per year but they absorb some of the cost. We are not sure if we could get a better deal with the WCCC. Gail suggested that in Delta families could apply for extra funding. A meeting would be set up to review how their yearly funds had been spent and whether they should receive extra. Academic requests were funded first. The board asked Susan to ask Steve about our options for using carryover funds – would it be possible to invest the money somehow to use for a building in the future?

Other Issues:

- Cut-off date for amending ILP (in order to use funds) is the end of March
- Cut-off date for spending money is the end of May
- The board discussed the option of moving money from 1 sibling to another as funds are being spent. Tom will ask Nancy or Melissa.
- Also discussed was the possibility of assigning different amounts of learner funds available for different grade levels. (curriculum costs at high school level are much higher than elementary school)

CHEC Conference

Tom shared that this is a tremendous opportunity for the RCs and asked if we could cover at least some of the cost so that some can attend. The issue is that it is put on by a religious organization, though many secular vendors attend who offer workshops as part of the conference. We discussed finding out what workshops will be offered and whether you can pay to attend just part of the conference. The board asked Susan to chat with Steve about the issue to see if there is any way to cover part of the cost. Gail mentioned the option of paying for the RC's travel and accommodations if they will pay for the conference. The board also discussed the possibility of bringing in speakers and hosting our own mini-conference, perhaps jointly with the Delta Vision program.

Program Director Update

Current Count:

Alison shared that we currently have 192 students, 4 students graduating and 4 families planning to exit the program. We lost 10 students this year due to moving or noncompliance issues. There are 40 students on the waiting list as well as 8 returning siblings. Alison would like direction on how to assess whether or not a student/ family meets the necessary criteria to function/ be successful in our program. For example, a 16 year old wants to join the program – issues are transportation as well as an adult needed to oversee her schooling. The board agreed that we need to come up with criteria to be discussed with students/ families wanting to enroll to determine whether or not this school is a good fit for the student.

Special Education:

Alison plans to meet with a special ed expert who is familiar with how special ed works in charter schools. Judy has also promised to answer our questions within 7 – 10 days. Alison shared that she cannot hire someone until she knows how we can service special ed. to our students. Candace asked if the Special Ed Consultant would also be the RC to the special education students. All of this is unclear. Apparently the way IEPs are written is much more complicated now. We still are not clear about whether or not we can write them in our program.

Review by Highly Qualified Staff & 1st Semester Sign-off:

Susan and Steve met with Steve and worked out how to report attendance. They are now working on Accountability Compliance. Susan explained that as part of compliance, we need to develop a parent committee (Student Advisory Council) to meet quarterly to give opportunity for parent input. The board discussed that in our enrollment forms we need to offer the opportunity to express interest in serving on this committee. For the highly qualified sign-off part of compliance, Alison explained that the Highly Qualified staff members will pull reports and sign off on the hours. The more difficult part relates to the instructional program. The highly qualified staff will review the ILP and the assessment data (NWEA, CSAP). If scored proficient on these tests, the HQ does will not proceed any further – he/she will sign off on that student. If not proficient, then they will look at goals, standards and performance, note weak areas and make suggestions for improvement. A copy will be put in the file and another given to RC to give to parent/ student. Alison expressed that this is where the role of the RC will be crucial. All surveys from parents show that our RCs are weak in curriculum knowledge. Diane is ordering lots of example curriculum to store in our library so that RCs and parents can explore and find curriculum to support student goals. Diane plans to share the various types of curriculum at RC meetings, offering the opportunity for the RCs to discuss the pros/ cons, learning styles addressed, strengths and weaknesses of the curriculum, etc. The goal is that the RCs become familiar with many options for families so they can recommend instructional materials to help in weak areas and to challenge those who more advanced.

DRA2 & Reading Specialist:

Alison shared that many families are using Gail Washington's expertise. Our specialist takes time to express what she is noticing as she assesses the students and gives suggestions to parents. The story time is going well. Gail is offering one non-fiction session and one fiction session each month.

Software Committee

Reports:

Candace shared that the committee has not met recently. The next step is to make sure the software can run the reports. Susan mentioned that she has found 4 reports which can be run. The last report needed to be run includes a narrative by subject. She explained that after the state audit there might be something else they request. At this point, only Brenda can run reports. The compliance person at the

district expressed that the reports that we are able to run is more information than she needs so it appears that we have enough for the auditors.

Kevlors:

The board expressed the need to have Kevin give a report to the board. Susan suggested that the following questions be addressed at that meeting:

- Do his services continue after this year?
- Who is to maintain the server?
- Who is to maintain the back-up server?
- How much will he do for us after the first year?
- Will Kevlors continue to make adjustments as needed?
- Did we pay for the server... is it our property?

Transcript Issues:

Susan explained that we need a transcript in every student's file by May 31st. At this point it will just be created on a Word document for K – 8 students. High school transcripts will be created using a transcript program. The board agreed that we should see if Paragon can create a program for this purpose and other software needs as well.

Graduation Committee

Craig shared that the Graduation Committee will meet as a committee on February 11th in the morning and then later in the evening with the graduates to interview them. In the interviews they will be asked to share their experiences as homeschoolers, their positive experiences with the Vision program this year as well as their future plans. They will also receive instruction regarding the essay each must write.

Website

Susan explained that the BOS page is almost ready. The minutes are ready to be posted by Kevin. She explained that the BOS meeting agendas should be posted two days in advance of the meeting. Ruth is working on the staff biographies/ photos which will also be posted on the website.

Susan's Proposal

Susan explained to the board that she has been working on a consultant basis as well as volunteer basis trying to complete a To-Do list that continues to grow daily. She handed the board members a very lengthy list to show what currently still needs to be done. Susan shared that she plans to return to the workforce this year and will seek full-time employment. She shared 3 scenarios for the board to consider, rating them from her first to last choice. What she would like most of all is to be given a 12 month contract beginning April 1st, 2009 and ending March 31st 2010. During this time, she will complete everything listed in red on the To-Do list generally from home, but be available at regularly scheduled times of the week as needed by MVV-HCP staff and to come to the office for regularly scheduled staff meetings. She would like the use of an MVV laptop as well as \$30,000 over 12 months, billed at \$2500 each month. Susan would plan to step down from her position as a voting board member, but would attend the meetings regularly in order to give input. Her second option would be to apply for a full-time RC position in July, to be released from the duties in red on the To-Do list and to continue to serve on the BOS in a minimal capacity. Her least favorable option would be to pursue employment outside MVV in August, to be released from the duties she has been working to complete on the To-Do list and to continue to serve on the BOS, but again, minimally. The BOS agreed that we would like to consider her proposal until the next meeting when we will meet together for the first half hour without Susan and Alison present to discuss the issue.

Next BOS Meeting: Tuesday, March 3, 2009, 6:00 p.m. (all members but Susan and Alison), 6:30 p.m. (all members)