

Mesa Valley Vision, Inc.
Board of Stewards
Meeting Minutes
3-3-2009

Attending Board Members:

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

Attending Employees:

Alison Bailey
Gail Giandonato
Diane Rino

Other Attendees:

Wendy Hollenbach
Kim Howard

Scofield Contract

From 6:00 – 6:30 the BOS discussed Susan Scofield's independent contractor proposal. All agreed that she would be a good fit to work with Alison in providing the organizational structure and support for administration. We discussed whether or not her contract could span two budget cycles. The BOS agreed with Option #1 – to offer Susan \$2500 per month as a Consultant, writing the contract from April 1 – the end of December 2009. At that time we will reevaluate job duties and possibly create a new position – Assistant Director. Susan agreed to take the offer. She will be working daily with Alison, but under the oversight of the BOS. She will report monthly to the BOS.

Potential Stewards

Wendy Hollenbach, Kim Howard and Sheri Campbell were all nominated to be board members. Susan will meet with them later to share about the role of a steward from the Governance Policy.

Director's Report

Funding Committee Questions: Alison shared several questions raised at the recent Funding Committee meeting.

Is there allowance in June for students to use funding for interventions such as speech therapy, tutoring? Can they prepay in May for June services?

**BOS agreed that if part of the ILP, then can prepay, but must be finished by the end of June.

What about academic and extracurricular activities?

**BOS agreed they can prepay and get reimbursed in May for activities that will finish in June.

What about transfer of funds to siblings?

**Tom and Susan did not bring that up to Nancy yet but will do that soon.

Assessments:

CSAP - Will be held at Canyonview Vineyard Church in Children's Ministry section this week. Testing will continue for two weeks after Spring Break.

DRA2 – RCs will be training on Wed., March 4th. Assessments will start April 6th.

ACT – Will be held on April 22nd.

NWEA – We have asked to schedule it for the BTK building (computer lab), but still no response. Technology Assessment for 8th graders also needs to be scheduled for the same place.

***Expressed a wish that CSAP Coach books be obtained earlier in the year. Alison will order once we know enrollment numbers.

Spring Break: Office will be closed for 2 weeks. Some make-up testing will occur then.

Funding Carryover: Still no decision yet. A bill will pass at the State Legislature at the end of March. We should know by then the implications for District 51 and Vision. Gail proposed that we consider carefully how we want to spend the carryover money. Still not clear on the options related to these funds.

Evaluations:

RC Evaluation - Alison will be evaluating RCs. She sent a survey to families. She will come up with a tool to present to the board. Discussed some suggestions such as making sure files are in order, having RCs check each other's files in small groups.

Evaluation of Program – Alison needs to create an evaluation of the program survey to send to families. She will put together a positive survey to bring to BOS next meeting.

Director Evaluation – BOS needs to evaluate Director. Susan will draft an evaluative tool. Review needs to be performed in May. Discussed who should do this – whole BOS? Steve and Board President?

New Board President Needed:

BOS discussed the scope of work of the President:

Facilitate meetings

Create Agendas for meetings

Conduct/ lead meetings

Spearhead interactions with District

BOS nominated Candace Jahnke, voted and all agreed. Susan will create agendas for Candace.

Invitation from Delta to attend BOS Meeting: decided that we currently don't have the time.

Personnel Issue:

Jill Hatten (RC) is dealing with daughter who is ill, uncertain as to length of time for treatment in Denver. Her students have been divided among several RCs and Ruth Bond (hired hourly as a consultant). Jill will continue to complete her work with families as best she can from there. BOS discussed whether she should take Leave of Absence. Susan contacted District to find out how this works. Jill hopes that she can hang on – will decide by the end of Spring Break. BOS decided to give her till the end of March to determine whether or not she will take the leave.

SPED:

Susan sent policy with questions to Judy, in charge of Special Ed in the District, however, still no word from her. Alison and Susan had a great meeting with Randy DeHoff who referred them to a special education expert. The expert, who works for the Charter School Institute (a state agency), helped them to understand our contract. She said that the District is in breach of the contract and is obligated to help us in this area. It seems that the SPED department is very guarded with their resources. Susan and Alison plan to meet with Steve to share their concerns. The next step will be to have the lawyer compose a letter showing the contract language to try to spur the District to help us. Our students should have the same access – the question is “at what cost?”

The special education expert also helped Alison to create a definition of the Special Ed Liaison position. Alison has a good lead on a person who might fill this role. Still no clear position because we need direction from the District. Alison wants/ needs a meeting with Judy and Steve to clarify our policy. Alison would like to bring on someone as consultant, hired hourly to establish the policy and how it will work. Then create an official position and hire in July. The BOS agreed with this plan.

Alison explained that there are 2 kinds of students – those coming out of public school on an IEP and those home schooled who have no IEP yet. Parents have a right to SPED services. The special education expert advised us that families can demand diagnostic testing with a school psychologist and override the RTI process if they wish.

Enrollment for Next Year:

Susan explained that Tom presented two budget scenarios to Melissa – short term & long term goals were presented. Melissa gave us the blessing to expand enrollment to 300 students. Currently we have 187 students, 10 siblings planning to join and 55 potential students on the waiting list. Alison would like the enrollment to be 270 at the most this year – concerned with not having enough room in office to meet the needs. Discussed how many RCs will be needed to serve the students.

Susan and Alison have devised questions to ask potential families/students to determine whether Vision is a good fit for them & a scoring guide. They explained that if we are more specific about criteria, it will help families make an informed decision as to whether or not Vision is the best fit for their child. Potential students/ families will have an Enrollment Consultation in April.

Family Advocate Update

March Newsletter: Diane explained that the March newsletter went out. It is still evolving. The BOS submitted an article and hopefully this will continue monthly. Suggested that BOS have a monthly contest for members to judge. We can purchase prizes for awards. Discussed having essay, picture, Powerpoint presentation contests.

Mesa State Classes (concurrent classes): Candace asked about whether Vision students can take Mesa State classes for a better rate. Susan will bring this up with Melissa and Steve to discuss how the Concurrent and Fasttrack MSC programs might work for Vision students.

Revised Crossover Policy: Diane and Alison met with Middle School counselors to explain the procedure. It is the same as for H.S. students.

Directory of Tutors/Classes: Brenda asked if this will be available. Diane currently has a short list of tutors. A few have offered classes. Directory/ catalogue will be available for next year. Susan and Diane will work through some of the issues. The term “Background Check” will be changed to “Child Protection Screening.” Tom will be checking receipts against the spreadsheet to make sure tutors have gone through the screening process. Candace suggested that the form that tutors fill out to go through the screening process be available on the website.

Curriculum: Diane is still ordering for the library. RCs are presenting and discussing different kinds in monthly meetings.

NIE: Newspapers in Education gave a presentation to families – two came. Families can access articles at home, save, bookmark, make comments, etc.

Software Committee

Kevlors – the committee will meet with Kevin later this month to finalize this year – reports to be run, what he will do for us next year, cost, etc. BOS discussed the fact that although we interpret the contract to say that we paid for the Server, it is currently at his house. Software committee will review the contract and meet with Kevin first, then the BOS will meet with him to finalize.

Paragon – Laurajean Downs (RC) is setting up a meeting with Paragon for March 12th at 11:00 a.m. BOS members are invited to attend. She is developing a list of questions and a plan to present to them. Hoping to see what they can offer and what the cost will be for a one year contract. Possibly we will spend some of our surplus money on this venture.

Graduation Committee

Alison explained that the committee met to prepare questions for senior interviews. That same night, they met with the seniors and had a very enjoyable time with them. The committee requested that each one write an essay to be turned in by March 1st. 3 have turned theirs in so far. Diplomas are being worked on as well as transcripts (software program Transcript Pro) with MVV-HCP embossing stamp.

2009-2010 Calendar

The calendar has to fit the District format. Yellow indicates unpaid breaks for staff. We need 220 days. Staff has 3 paid holidays. HR needs our calendar in order to pay our staff. BOS discussed when open enrollment will be (April 1 – Sept. 10). Enrollment Consultations will occur in April and May. June the staff will be off. Returning families must have ILPs in by August 15th.

Compliance Update

Susan is updating the Accountability Compliance Policy. She is finalizing the Checklist for the Highly Qualified sign-off. She also created a Checklist for RCs to get through the end of the year. There will be 2 brainstorming sessions with RCs to discuss how to make the job easier and better for next year in regards to procedures. The RCs have expressed the desire to hold parent workshops to encourage higher level of commitment, instruction in various subject areas and to increase student learning.

Next BOS Meeting: Tuesday, April 14, 2009, 6:00 p.m.