

Mesa Valley Vision Home & Community Program

Board of Stewards

Regular Monthly Meeting Minutes

August 9, 2011

Date: 08/09/11	Facilitator: Kim Howard	Recorder: Rene Knight	Meeting Locale: 9 th & Ute, Grand Junction, CO	Start Time: 6:38p.m.	End Time: 7:55p.m.
Board Members Present: Alan Espinoza, Jennifer Prieto, Kim Howard, Ron Roybal			Others Present: Susan Scofield, Candace Jahnke, Laura Jean Downs, Tammy Erickson-Piper, Jill Hatten, Diane Rino, Rene Knight		

Mesa Valley Vision Home & Community Program Mission

To create opportunity for learners to pursue a unique, comprehensive, individualized learning program supported by the district, private resources, technology and a learning community that includes family members, mentors and qualified resource consultants.

Executive Session (5:00 pm – 6:30 pm)

- MVV, Inc./District Contract

Public Participation Segment

Agenda Item	Targeted Time	Item Point Person	Action	Actual Time	Final Outcome
Director's Report	10	Susan Scofield	<ul style="list-style-type: none"> • Enrollment: Heavy entering and exiting of students this time of year. As of this meeting enrollment is @ 372. • Susan attended the August District Leadership Meeting, was warmly welcomed. • Diane Alpert has been hired for new Funding Administrator. She will start August 15. • The first significant deadline is August 15 	15	

			<p>when skeleton VILPs and schedules are due for returning families.</p> <ul style="list-style-type: none"> • We have leased additional office space near Sam’s Club (1048 Independent). It will serve as an annex where staff meetings, committee meetings and parent nights will be held. • Susan met with Sean Taylor regarding assessments recently. NWEA is now gone (except for 9-12 on ILPs) and is being replaced by Stars for K-8. Susan and Tammy will attend Stars training on Aug 19th. • HQ core subject appraisals are currently being completed. 		
Coordinator Staff Updates	20	<p>Laurajean Downs</p> <p>Tammy Erickson-Piper</p> <p>Jill Hatten</p>	<ul style="list-style-type: none"> • Seven learners are taking CMU classes this semester. • Laurajean is in the process of setting up Vision-sponsored high school math classes which will include Algebra I, Geometry and Algebra II. • She is also putting together a Senior night which will most likely be held in late September. • Tammy is working on assessment data analysis and the Curriculum Swap & Workshops which will take place next week. • The curriculum library is getting much more use this year. • Jill has been working non-stop on enrollment by fielding phone calls, conducting enrollment meetings, managing the waitlist and placing new learners with RCs. • She has also been training the five new RCs, working with them individually and as a small group. 	37	

		Diane Rino Candace Jahnke	<ul style="list-style-type: none"> • Diane has received 18 middle school requests for crossover and 16 requests for high school. • She arranged for a picture day on September 16 with MJ Thomas photography. • The date for our 2011-12 graduation ceremony is May 16, 2012. It will be held at the Roper Music Ballroom again. • Diane had accepted a job with Grand River Virtual Academy and will submit her two week notice in writing soon. • The Paragon web app is working well at present with no glitches at this time. • Candace recently provided Outlook training for RCs and admin staff and it was very well attended. She will conduct another one later in the fall. 		
Committee Sign-ups	10		<ul style="list-style-type: none"> • Susan presented the committee signup sheets, which have been filled out by staff members already. She explained that our policy calls for board members to serve on a couple of committees - funding, graduation and hiring for a couple positions. She asked if anyone was interested in serving on the weekly funding committee this year. 	10	Alan Espinoza and Kim Howard volunteered to serve.
Administrative Assistant/Front Desk Positions	10	Susan Scofield	<ul style="list-style-type: none"> • The new Administrative Assistant job description was discussed and Susan submitted the revised description. The main duties will be SASI and cum file maintenance.. • The School Secretary position was also discussed. Susan explained that the admin staff gave input on the revision of this job description and that she hopes to post it soon. 	15	The board approved both job descriptions – the new Administrative Assistant and the revised Office Manager, which will now be the School Secretary.