

# Mesa Valley Vision Home & Community Program

Board of Stewards  
 Regular Monthly Meeting Minutes  
 September 14, 2010

<b>Date:</b> 9/14/2010	<b>Facilitator:</b> Brenda Nordstrom	<b>Recorder:</b> Susan Scofield	<b>Meeting Locale:</b> 2971 North Avenue, North End	<b>Targeted Start Time:</b> 6:30 pm	<b>Targeted End Time:</b> 8:30 pm
<b>Board Members Present:</b> Alan Espinoza, Brenda Nordstrom, Jennifer Prieto and Ron Roybal			<b>Others Present:</b> Tom Atkinson, Susan Scofield, Tammy Erickson-Piper, Laurjean Downs and Diane Rino		

### Mesa Valley Vision Home & Community Program Goal

*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 (5:30 pm – 6:30 pm)

- Personnel Matters

Agenda Item	Targeted Time	Item Point Person	Action	Actual Time	Final Outcome
<b>Meeting Minutes</b> August, 2010	10 Minutes	Susan Scofield	Brenda asked if the board members were ready to adopt the minutes from August. Ron motioned, Alan seconded and Brenda called for a vote.	5 Minutes	The August minutes were adopted.

## Public Participation Segment

Agenda Item	Targeted Time	Item Point Person	Action	Actual Time	Final Outcome
<b>Funding Guidelines – Parental Education</b>	10 Minutes	Gail Giandonato		5 Minutes	Due to Kim Howard and Gerund Coonprom’s absence tonight, this item was tabled until the October regular meeting.
<b>Funding Guidelines- Educational Trips</b>	5 Minutes	Susan Scofield	<p>Susan shared that the Funding Committee is in the process of rewording the Funding Guideline language related to educational trips. This has come about because of their shared concerns over a series of recent trip requests. Susan said the pre-trip form is also being looked at. She anticipates submitting the Committee’s recommendation on this matter at the October regular meeting, or via e-mail sometime prior to that meeting.</p> <p>Since Kim Howard may be unable to serve on the Funding Committee for the next several weeks, Susan asked if another board member would be able to step in for her, not only to give input on weekly funding decisions, but to give input on the Funding Guideline amendments as well.</p>	10 Minutes	Alan indicated he would be happy to serve during the month of October. Tom will add Alan to his e-mail contacts for Funding Committee business.
<b>Graduation Ceremony Discussion</b>	20 Minutes	All	<p>Recently, the family advocate sent out a form to all 14 graduates requesting they indicate their interest in a graduation ceremony this year. While the form isn’t due back until mid-October, a discussion ensued about the graduation ceremony possibilities. All present board members and staff members participated in the discussion. Some of the points made and questions raised were:</p> <ul style="list-style-type: none"> <li>• Many of our graduates will participate in a community ceremony and many not want an additional school ceremony.</li> <li>• A few will want a school ceremony.</li> <li>• Some may not understand that they can do both and</li> </ul>	20 Minutes	<p>The consensus of the meeting attendees was:</p> <ul style="list-style-type: none"> <li>• This discussion was very productive and informative.</li> <li>• When the family advocate receives the forms back from all the seniors, the discussion should continue in the Graduation Committee – and</li> </ul>

			<p>that there is no work for the parents in organizing an MVV-HCP ceremony.</p> <ul style="list-style-type: none"> <li>Is it prudent use of public funds to arrange a ceremony for a fraction of our graduates?</li> </ul>		<p>input should be sought from staff and board members outside the committee.</p> <ul style="list-style-type: none"> <li>It is likely that MVV-HCP will have a small graduation ceremony or reception this year and will build upon it year-by-year in the future.</li> </ul>
<b>Financial Update</b>	10 Minutes	Tom Atkinson	Tom submitted a report of Budget vs. Actual effective August 31, 2010. Since it is early in our fiscal year and learner funding has only become available in the past five weeks, we have only spent 9.96% our budget to-date. That is expected to increase dramatically as learner funds are utilized.	15 Minutes	
<b>Director's Report</b> Enrollment Upcoming CADI Interview VILP and Schedule Deadlines, October Count – Attendance Reports Cumulative Files and Learner Files Crossover, Newspapers in Education, Community Service Opportunities, Cross Orchards Field Trip, Back to School Night Testing – KPA, DRA2, NWEA and ACT PLAN/Explore. ILP tracking system.	20 Minutes	Susan	<p>Enrollment is currently at 321 or 311.5 FTE. Susan expects very few changes now that open enrollment is officially closed.</p> <p>On Friday, September 17<sup>th</sup>, the school will participate in a CADI interview as part of the new Comprehensive Appraisal for District Improvement process. The team is coming at 1:15 to interview Susan; Tammy, Diane, Jill and Laurajean will be present as well.</p> <p>Diane has just finished a busy crossover season, which wasn't without a few glitches – particularly with middle school crossover. As much as we've tried to streamline the process, it seems that unusual, individual circumstances are unavoidable. Diane also organized an opportunity for families to utilize Newspapers in Education, which wasn't well attended. But a recent field trip to Cross Orchards was very well attended, along with a community service day at the homeless shelter and back to school night at Canyon View Park. Diane is currently pursuing an opportunity for</p>	30 Minutes	

<p>Curriculum Committee</p> <p>High Schoolers – Credit Spreadsheet, HQ Review</p> <p>Human Resources – At-will Employees, CDE Background Checks and Job Descriptions</p> <p>School Advisory Council – 9/23/10</p> <p>Operating Principle Work Session – 9/21/10 @ 10:00 am</p> <p>Waiver Renewal Process – Accountability Report to the Board of Education 10/5/10</p>		<p>our kids to get involved with Kids Voting, which is something new this year.</p> <p>Susan explained that Rene has been very busy with files as all the cumulative files are being updated (and new ones made for new learners) and an additional set of learner files must be made. Additionally, she and Rene are shoring up files from last year – around 900 files total. She expects this process will be over soon and a system is now in place to keep the learner files current on an ongoing basis.</p> <p>All KPA assessments are complete – except for a couple of brand new kindergarteners. NWEA for incoming learners is also complete and DRA2 will go on throughout the month of September. This data is being used by highly qualified instructors to inform learning plan goal development.</p> <p>The ACT PLAN and ACT Explore will both be administered to 10<sup>th</sup> and 8<sup>th</sup> graders on September 27<sup>th</sup> at the Emerson modular.</p> <p>While the district has been overhauling the ILP database, we have been slowly overhauling our internal system of ILP tracking. A new system is emerging that will ensure ILPs make their way to the cumulative files.</p> <p>The Curriculum Committee has been very busy with their additional charge of reviewing curriculum for religious content. The process is very thorough and therefore somewhat tedious. They are bogged down a bit this time of year. Nevertheless, the system is working well and the load is expected to lighten as fewer submissions come in later in the school year.</p> <p>All seniors have now had a consultation with Laurajeane that included an assessment of their readiness for graduation, review of their credits earned to-date (incoming new learners), recommendation of VILP content for the coming school year and determination of core subject proficiency utilizing approved assessment tools. She also provided seniors with a Senior Checklist that will advise them of the steps toward graduation throughout this year. Laurajeane has also been busy learning more about the Daniel’s scholarship and their criteria. Several of our seniors are going through</p>	<p>Susan explained that the Curriculum Committee is the only one that doesn’t have district representation as it was created later than the others. She asked Ron if he could recommend someone from the district that could serve on this committee. Ron will give it some thought and let Susan know.</p>
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the long application process.

Susan passed out a spreadsheet which Laura Jean created on each high schooler which shows their credits earned to-date. This became necessary as the Paragon transcript is difficult to use as a working document to track credits throughout the school year. All resource consultants have copies of their high schoolers spreadsheets.

Susan is working to schedule meeting with Dawn Hodges, our representative at Human Resources, in the next few weeks. The purpose of that meeting will be to obtain information on “at-will” employees in Colorado and streamline a process for accessing the CDE database for background checks on educators. Susan is also in the process of working with HR to get our job descriptions into their format to ensure they contain essential elements. She is working with Dixie Cloyd on that. Susan added that the HR department has been more than helpful and is always open to educating and advising our staff as questions arise.

A School Advisory Council has been assembled for this school year and their first meeting will be held on September 23, 2010.

Per the board’s directive, a work session will take place on September 21<sup>st</sup> in order to review the school’s Operating Principles. This will be held at Main Street Bagels at 10:00 and several staff members have expressed an interest in participating.

Susan had sent an update earlier about the waiver renewal process to both staff and board and just had a couple things to add to that. She had recently spent the day in Cedaredge and learned quite a bit from them about their waiver renewal process the prior year. The Surface Creek Vision HC Program was very helpful, as always, in allowing us to learn from their experience. The next steps are to submit an accountability report to the Board of Education on October 5<sup>th</sup> and to host John Condie from CDE for a visit to the MVV-HCP offices on October 6<sup>th</sup>.

Ron indicated that staff members and other program participants interested in supporting the school would be welcome at the Board of Education meeting on October 5<sup>th</sup>.

**End of Public Participation Segment**

**Beginning of Board of Stewards Topic Item Discussions/Business Work Session**

Agenda Item	Targeted Time	Item Point Person	Action	Actual Time	Final Outcome
<b>Instructional Program - General Educational Program VILP Support (IP-502)</b>	20 Minutes	Susan Scofield	<p>While the Board of Stewards has previously approved IP-501 (General Educational Program VILP Development) and IP-503 (General Educational Program VILP Documentation of Growth), the middle section of that policy section still needed some work. Susan submitted a draft of IP-502 which details the many ways in which MVV-HCP supports the implementation of the VILP. The original policy has become obsolete as the program has expanded the ways in which it provides support over the past two years. Some discussion ensued about perhaps omitting “Math Courses” from the policy language because we may, from year-to-year omit and add courses that we make available depending on the needs of the program. Alan suggested we might term that support Supplemental Academic Learning .</p> <p>Susan asked the board members to take this section home and be prepared to finalize it at the October regular meeting.</p>	15 Minutes	

<b>Date and Time of Next Meeting:</b> October 12, 2010 – Regular Monthly Meeting	<b>Meeting Locale:</b> 9 <sup>th</sup> & Ute, Emerson Conference Room	<b>Targeted Start Time:</b> 7:00 pm	<b>Targeted End Time:</b> 8:30 pm
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