

October 20, 2009

In attendance: Ranae Monsen, Teri Lane, Mary Dangerfield, and Jeniece Mitchell

- 1) Due to the low attendance, we would like to implement a procedure change for future meeting notifications:
 - a) Have meeting times and dates posted on the BigThink global calendar at least one week prior. (Teri to get dates to Paul Glanton and cc'd to Angie Kreissler). Our next meeting will be held November 10th at 1:30pm.
 - b) Meeting notifications to be sent out via global email notification to all UTVA families through Kathy VanOrden one week prior. Meeting information can also be disseminated using the UTVA yahoo group.
 - c) BigThink tabs should be altered to make navigation to information more functional. Tabs needed include: Upcoming Meetings, Minutes/Agendas, Bylaws, Questions
 - d) Note: The question form will be a secure form that will ask learning coach name, student grade, complements (what is working well), and concerns.
 - e) BigThink and UTVA website should also be updated with School Board Meeting information and members, as this information is very outdated.

- 2) President's Report
 - a) Kim Allred, secretary of PAG has resigned due to health concerns. Due to her health, we have no minutes to vote on from our previous 2 meetings. Ranae to make those available, even in abbreviated form as soon as she can. She will also send a get well card from PAG to Kim right away.
 - b) There is a National Online Learning Conference being held in November in Austin, TX. Ranae will be attending, and will pass on any information she gleans from the sessions at our December meeting.

- 3) Head of School Report (by Mary Dangerfield attending in place of Jeff Herr)
 - a) Academic Update
 - i) Class connect sessions starting, as well as remedial classes (where one item from the state core is taught per class session).
 - ii) K-2 is finishing up Dibels testing.
 - iii) ILPs(Individual Learning Plans) will be completed for K-8 students by the end of the month. ILPs will be reviewed quarter (January will be the next review).
 - (1) There was a question on whether ILPs will be created for High School students as well. (Using scantron testing results, among other things). Although this is in the works, there has been conflicts on which teacher should conduct the ILP session. Math classes are doing it (identifying students who need remediation) but not sure what's happening in English. No solid procedures in place.
 - (2) What is being done for students who struggle? It depends on the teacher. Some teachers ask students to come to their open hour, some handle the needs differently.
 - iv) 9th grade has access to Math in Study Island. English not yet available.
 - b) Enrollment
 - i) HS enrollment has dropped from 323 to 296. Exit interviews show mainly social reasons for withdrawal.
 - ii) K-8 enrollment has also dropped some (enrollment now in the 900s). Exit interviews show mainly learning coach issues as the reason for withdrawal (going back to work, unable to dedicate the time, etc.).
 - c) Other
 - i) Chinese Diplomats will be visiting the school (Murray office) next Monday. The leadership team and area teachers will be in attendance to present and answer questions regarding virtual schooling. (Ranae to send a thank you e-card to teachers who attend).
 - ii) Student Government? Josh wants to get it going but has had delays due to time constraints. However, it is a priority.

- iii) 4-8 Geography Bee—we are signed up.
 - iv) Salt Lake Area will be split due to size.
 - v) High School only events? There have been some tentative plans made (including a possible service project in November) but no information has been disseminated to students. Mary will talk to John regarding these events.
- 4) Communications Committee Report –Teri Lane
- a) Michelle Greenfield made a parent newsletter for October—was never sent out. Teri to follow-up.
 - b) Global Calendar updates are not happening. Some improvements have been made to the BigThink, but there is still work to be done.
 - c) Teri was contacted by Christine Beard from the National Coalition for Public School Options. (She is also the president of Ohio’s E-school organization.) Christine would like to have a contact person from our school to represent virtual schooling in Utah. Conferences are held to discuss legislative issues (many states have tried to pull funding for virtual schooling, including Ohio). As Utah will be facing issues in the next legislative session on pulling funding from Charter schools, this is an area of interest and concern for our school community. We should send out a notification for interested parents to get involved. Ranae’s name will be submitted to Christine as a contact. Teri will be feeding Utah articles and information she gathers on charter and E-schools to Christine.
 - d) Suggestions for HS students:
 - i) Earlier intervention for those falling behind is important. Some schools have programs like the ASAP program, where students are notified ½ way through the first quarter (about 6 weeks into the quarter) if they are failing or falling behind. Goals are set so the students obtain passing grades when quarterly grades come out. Same thing is done each quarter of the year. As it stands now, students are notified of grades at the quarter and are already significantly into the school year and may not be able to pull it around by semester end.
 - ii) Socialization is key. If students knew each other, and had in-person contact with their teachers in social settings, they may be more willing to accept remediation help when it is offered to them.
- 5) Grant Writing—as discussed in our last meeting, PAG has 2 parents experienced in grant writing. Procedures need to be put in place, and governance given to someone to a member of the leadership team prior to pursuing any grants. Mary to follow-up.
- 6) Bylaws—we need to edit and finalize bylaws. Do we know of anyone else who may want to be involved and included in the bylaws committee?
- a) Bylaws will be reviewed by members of the PAG board this week.
 - b) Bylaws will be reviewed collectively and finalized next Wednesday, October 28th at 2:00pm via conference call.
- 7) PAG meeting minutes will be sent to all UTVA parents, as all are considered members of the Parent Advisory Group. Parent involvement is encouraged so the school can improve through feedback and suggestions.