

Present: Trona, Cheryl, Jeff, Angela, Caryn, Jennifer, Amy and Elaine.

- ✚ Newsletter deadline is set for December 19th.
- ✚ All staff can make changes to the VHCP Google Calendar.
- ✚ Elaine is the contact person for RC training line ups. If you have ideas please get those to Elaine.
- ✚ CSAP (Angela will send out email) swapping the Feb. trainings-now on the 17th but not on the 3rd because of CSAP.
- ✚ Attendance Audit-we still do not have any new information. The auditor needs to update the report.
- ✚ Steward meeting tonight at Surface Creek.
- ✚ Student task force-smaller committee will work on the bylaws. Part of it will focus on the process for proposals and events. There must first be an adult sponsors for any event. We need to come up with a guide: student ratio (the age of students and event would really determine the ratio).
- ✚ Jennifer will send out an email to everyone to get feedback from last night's Celebration of Learners.
- ✚ Durable goods coming back into the program. One is a trampoline and one is a basketball hoop. Trona will talk with Aaron Clay to see if there are any liability issues with the trampoline. Jennifer will get with Nathan to get an email out to everyone about the basketball hoop. We would need to transfer the durable good form. Jennifer will double check with the family to see if they are really returning the basketball hoop.
- ✚ The videos from the district video library will be returned to the district today.
- ✚ Feed back to Trona about the newspaper that just went out. Hopefully the next newspaper will be out the first week of January.
- ✚ Memorial service for Francis Weingard this Sunday at 2pm at Amy's church. Marie will put out an email.
- ✚ Cheryl gave a desk to the HQs. Amy and Cheryl would like to use this desk for their play. They need to check with HQs first.
- ✚ Jennifer talked about additions to the library. New Ancient Civilization DVD and Book combinations. Could these be purchased? Jennifer will need to write up a proposal. Destination Imagination is also writing up a proposal.
- ✚ REACH-how should hours be documented and grades given. REACH itself would not be the class listed on the transcript; it would be broken down into each subject area. Reach really needs to

reflect the information in the LP. What are the goals? We could have Andrea and/or parents of REACH learners come in and talk with the RCs about what REACH really is.

- ✚ CompuTek-discussion over funding issues. Trona will also talk with Aaron about additional funding and company issues.
- ✚ Discussion over the order of CSAP Couch - Science books.
- ✚ WJ and how it ties into funding. First, it is the RCs responsibility to turn down funding if the WJ is not up to date. Up to date would be anything that is caught up to within two weeks of the funding deadline. RCs have the backing of the program and it is an expected part of the agreement (that WJ be completed by the family). Funding for the month of February will be based on the learner's completion of the end of semester paperwork.