

# Staff Meeting

---

01/06/2009

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

REACH – Today the HQs gave out general information about the REACH program at the RC training. Elaine will coordinate getting the HQs and RCs with Learners in the REACH program together to discuss each student. Elaine, Trona, Caryn and Andrea will get together later this semester and discuss the financial aspects of REACH for the future.

Open Educator Invoices-we have about \$3000.00 in open invoices. Some of which date back to October of 2008. Discussion over how to handle this problem. Cheryl will first ask the RC to confirm with the Educator if they were paid or not.

The DMTC contact for DVHCP open slots is Angela Toothaker. Complete applications are due to Angela by February 2009 (see Google calendar).

Educational Trips – Clarification of new process (district packet and program packet).

Dick will be gone from 1/16 through 1/25. Discussion over his email regarding the exit process for students taking the GED. In his email to Angela there was an attached waiver form also. Angela will get all the information regarding the exit and email that to everyone. Dick has a great site about GED that he will get out to everyone.

We will need to evaluate the upcoming training schedule. RCs will have an additional two hours of training for OW. We will cancel both March RC trainings to offset for the time sent at the OW training.

Our program is not always being given the same rates as the school district is getting from the DMCT, Bill Heddles Rec Center and a few others that are part of the Vanguard Ventures. Caryn will check into this.

Amy's office hours will change to 1p.m. to 4p.m. Caryn and Cheryl will be changing their posted office hours. Angela will update the posted schedule and get copies into everyone's mail box.

Amy will be leaving at the end of January. If you have projects that you would like her to work on please let her know. Amy will work on finding lunch coverage for Marie (while Amy is gone). Marie generally takes lunch from 3p.m. to 4p.m. Can we legally have Marie working from 8a.m. to 3p.m. without a lunch break? Amy, Trona and Marie will get together to work out this issue.

Discussion over the need to organize the upper shed. Amy will put together a proposal for the resources need to complete this project (hours-wages-supplies). This would be a project to start in the spring. Once we have everything organized, only a few people should have access to the sheds. We will need to have a process in place. We should look at having the door replaced. We would like the old notebooks to be filed by year.

Caryn has several meeting to prepare for. There is a Directors meeting coming up, a Board of Stewards meeting next week, and a School Board meeting later this month.

Sara Peterson has resigned from her RC position. We need to follow up on the return of her and L. Welton's computer.

Group discussed students that have failed a crossover class. This will need to discuss further at the proposal meeting at the end of January.

DVHCP class rings can be ordered by our seniors. The school name will be listed on the ring as "Delta VHCP", this was voted on by the students at the last Student Task Force meeting.