



Protocol for Advisory Board

Members:

Owners of the school
Accountant
Administration

Louis and Virginia Lee
Debbie Drankoski
Cara Friedline and Annmarie Gever

Meeting timeframe:

Once a year – First Monday of June at 1:00 (June 4, 2012)

Purpose:

To serve as a direct medium whose main focus is to evaluate the school's allocations of time, and human, material and fiscal resources as directly related to the school's vision statement.

Responsibilities:

1. To evaluate and validate the school's vision based on cumulative assessment artifacts

Artifacts include parent and former student surveys; parent attendance records for school events such as Orientation, Parent Conferences, Silent Journey and all Parent Education Classes; and student ITBS scores which provide quick reference for student achievement relative to current curriculum standards

2. To review and revise the school's Annual Report

The VMS Annual Report is a recorded compilation of information such as student achievement, parent involvement, fiscal expenditures, scholarship awards, and all school related activities.

3. To publish the Annual Report for all stakeholders via the school's website
4. To maintain a record of minutes from every meeting