

**Millennium Middle School
SIP Meeting Minutes
October 25, 2005**

Present:

Staff Members: R. J. Webber, Lisa DelVecchio, Stephanie Berry, Michele Darket, Jennifer DiMarco, Sharon Pollock, Courtney Windsor
Parents: Janet Bliden, Laura Hogan
Absent: Courtney Windsor, Maureen Scheffler

The meeting began at 8:15 a.m.

General Announcements

- Millennium Middle School has one Destination Imagination Team this year. This year's competition will take place on March 4 in Waterford. Teachers are needed for appraising on that day. Training would take place on a Saturday and the appraising would be the day of the competition. Last year, Jason Gilders was an appraiser for this event.

Upcoming Events

- The committee discussed the Habits of Mind Immersion Program and how we could move from the awareness and recognition of the HOM and move to the implementation stage in classrooms. Mr. Webber distributed an article, *Are Your Lessons Habit-Forming*, that was forwarded to him by Art Costa. Mr. Webber asked that SIP members read this article to cultivate ideas for future HOM integration discussion. It was suggested that we could hold a contest similar to the one held during the MEAP testing. Mr. Webber reported that teachers have put into practice the use of Accountability Folders for each of their students, integrating HOM reflections within the Accountability Folders.
- Teachers and parents discussed the MEAP schedule, providing feedback regarding its implementation. Teachers did state they liked having the change of classes for each day and suggested possibly having a reverse or different schedule once a month or more.
- Mr. Webber reported that 7 teachers will be attending a conference by Rick DuFour regarding Professional Learning Communities.

School Improvement/NCA

- Mr. Webber shared the standardized report that will be completed for each school each year. Mr. Webber shared his schedule for completing the report.

Budgetary Discussion

- The committee reviewed the budget and had no concerns.

Code of Conduct

- Mr. Webber distributed Options Room figures by week since the beginning of the school year. Mr. Webber explained how the Options Room is utilized and how students are required to complete a behavior plan and are given one-on-one advisement by Mrs. Barnett to improve their disruptive behavior.

Review of Crisis Plans

- The Tornado Crisis Plan was reviewed with the committee. There was a concern as to the different ring tones for the fire vs. tornado drill. The ring tones are similar and need to be differentiated in a more obvious way.

Old Business

- Mr. Webber has received a quote of \$6,025 for 12 new radios and a booster to improve our communication throughout the building. He will seek two additional quotes, as directed by the Accounting Department when making purchases over \$3,000. Carryover funds have been approved by the committee for this purchase.
- Additionally, quotes are being obtained for installing shelving in the bathrooms. The shelving would allow students to store their materials when using the bathroom.

New Business

- The Habits of Mind Kick-Off Program was once again discussed. Ms. Berry reported on the activity that was held on October 21 where 7th/8th grade Leadership students led various classrooms on a Scavenger Hunt about the Habits of Mind. On average, each classroom visited 10 HOM stations. Additionally, 8th grade leadership students are giving a presentation to 6th grade classrooms.
- Parent/teacher conferences were held on Monday, October 24. Approximately 580 parents attended, which was about 100 less than last year.
- Attendance procedures were discussed. Mr. Webber reported that a feature article was included in the Millennium Middle School newsletter stressing the importance of school attendance and truancy.
- The MEAP test was given from October to October 21. Make-up testing was held during the week of October 24. The students were tested during the first one or two hours each day and then their schedules were adjusted accordingly throughout the remaining week(s) so that each class met for the same amount of times during the testing period. This schedule proved very successful and enjoyed by both teachers and students.

Strategic Plan 2003-2008

- This month's Focus Area, Healthy Learning Community, was discussed. The SIP Committee discussed issues such as school safety and HOM recognition, programs that are in line with the Focus Area.

Other

- Mr. Webber distributed an article titled, The 90/90/90 Schools: A Case Study. The study reports how a school with more than 90 percent of students eligible for free and reduced lunch and more than 90 percent of students from ethnic minorities had 90 percent of the students meet or achieve high academic standards. He asked the committee to read the article for discussion at a future meeting.
- The committee approved the costs involved for moving the copier in the 6th grade teacher's lounge to the 6th grade office work room. Costs incurred would involve moving the fax machine phone line. Sharon Pollock motioned for approval, and Jennifer DiMarco seconded it.

The next meeting is scheduled for November 16. Refreshments will be provided by Jennifer DiMarco.

The meeting adjourned at 9:25 a.m.

Submitted by,
Michele Darket