

**Millennium Middle School
SIP Meeting Minutes
October 25, 2006**

Present:

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

The meeting began at 8:10 a.m.

General Announcements

- A suggestion was made to hold the annual Code of Conduct review on the day of schedule pick-up/picture day in August as to not take away from instructional time in the classroom. Because of logistics, it would be difficult for this to occur. For next year, the process will be examined to make the review time equitable in each class period.
- Due to the large amount of locker jams in the 6th grade, the idea was made to replace the lockers with larger ones. The committee agreed that this was not feasible and that students should be reminded to keep their lockers neat and organized. This problem will be brought to Student Council for input.
- The safety issue of parents dropping off their students in the morning, especially in front of the 7th/8th grade office was revisited. It is an extremely dangerous situation when exiting the school when cars are in two lanes (one turning and one turning left) and other cars decide to make a third (center lane) and turn in front of the other lanes. It was stated that a Safety Message was included in our current newsletter addressing dropping off and picking up students.

Upcoming Events

- Parent/Teacher conferences were scheduled for Wednesday, October 25, from 3:00-9:00 p.m.

School Improvement/NCA

- Maureen Altermatt, Terry Furlong and Mary McGrath will be attending the Fall NCA Conference scheduled in early November.

Budgetary Discussion

- The current building budget was reviewed. At a future meeting, the committee will be asked to approve carryover funds to cover the cost of two additional Challenge Days to be held in the Spring. As a side note, Oprah Winfrey recently visited a Challenge Day at Monroe High School in Michigan and will be airing a program about Challenge Day in November.

Code of Conduct

- Mr. Webber reported that we have implemented Restorative Practices in addition to what is currently done with the In-School Suspension and Options Process. There was teacher concern on the availability of the Options Room while a Restorative Practices conference was taking place. Ms. Altermatt and Ms. Barnett are working to streamline the approach to RP and Options.

Review of Crisis Plans

- The Intruder Alert (Mrs. Trudy) crisis plan was reviewed. There is teacher concern with the locks being on the outside of the door and the time and hallway exposure it takes to lock them. Additionally, procedures for the various drills, i.e. Fire, Tornado, Code Green and Intruder will be posted in the mailrooms for volunteers who might be in the building during these drills.

Old Business

- The ladder was purchased for the Art Department.
- Mrs. Badish, Choir/Band teacher, will be planning a Talent Show for later in the year.

New Business

- The MEAP testing process ran smoothly due to the efforts of our counselors, Beth Wallace and Mark Zink. The leadership class prepared schedules for each student on cardstock that they could use each day for two weeks during the MEAP testing period. Additionally, Ms. Berry's leadership students prepared packets of useful activities/worksheets for students to complete if they were finished early with testing on each day. Reading was also encouraged, as well. The number of days and length of each test will also be reviewed for next year's scheduling of the MEAP.
- The Habit of Mind comments were reviewed and suggestions were made to include these additional comments:
 - Works well with others
 - Teamwork skills need improvement
 - Work habits need to improve
 - Student is organized
 - Student lacks organization skills

Mr. Webber stated he would like to have the Report Card and Grading Committee reconvene to review the current report card and offer suggestions for improvement.

- Three students from Mrs. McKinnie's Language Arts classes, Connor Rutkowski, Amber Farmer, and Lindsay Andrews, shared their Accountability Folders with the SIP Committee. They expressed how these folders helped them to reflect on their classwork, i.e. tests, presentations, reports, etc. and how they could review areas in which they needed improvement. They all agreed the folders were very beneficial and advantageous. The folders were also easier to use this year because their 6th grade teachers gave it value last year and strongly encouraged the use of the folders. Mrs. Bliden also mentioned to the students that the use of these accountability folders is a valuable life skill lesson that could be used throughout their lives and chosen career, as well.
- Mr. Webber informed the committee that a book club was forming at school to discuss the Doug Reeves book, *Making Standards Work* and encouraged all members to join. Currently, approximately 25 staff members have signed up for this group.

Strategic Plan 2003-2008

- The Focus Area, Healthy Learning Community was discussed.

Refreshments will be provided by Stephanie Berry for the November 15 meeting. The meeting adjourned at 9:35 a.m.

Submitted by,
Michele Darket

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