

**Millennium Middle School
SIP Meeting Minutes
November 13, 2006**

Present:

Staff Members: R. J. Webber, Maureen Altermatt, Stephanie Berry, Diane Beardsley (Counseling Intern), Michele Darket, Jennifer DiMarco, Sharon Pollock, Mark Zink
Parents: Laura Hogan, Janet Bliden
Absent: Maureen Scheffler

The meeting began at 8:10 a.m.

General Announcements

- Teachers have requested the AB Dick duplicating machine and all of the AB Dick supplies be removed from the teacher copy room located on the 2nd floor of the 7th/8th grade building. The Building Engineer will take care of having the machine removed.
- Charlie McGinnis will be contacted to receive quotes for the showcases in the 6th grade building.
- A suggestion was made to have retired teachers or counselors administer the MEAP testing in the future so counselors can perform their regular daily duties.
- The question was raised as to where student accountability folders should be located for those students who change classes throughout the year due to rotation or semester change. Instructions will be developed to handle the change in location.
- With the upgrade in the Skyward program this year, there was teacher concern as to information that was available to parents which may be a little confusing in looking at their child's grades/progress reports.

Upcoming Events

- Challenge Day will be held on December 13-14. This session will focus mainly on our 8th grade students. The SIP committee viewed the November 9 episode of the Oprah Winfrey show which spotlighted a recent Challenge Day held at Monroe High School in Monroe, Michigan. This year we will also be holding another Challenge Day in the Spring for 7th grade students, and will seek approval for the committee to use carryover funds for this purpose.
- The Bridgework Theater will be presenting a Bully Prevention assembly on January 31 at 1:00 p.m. for all 6th grade students. This is a high energy, interactive presentation skit where the actors portray students in school involved in a bullying-type situation. Mark Zink, counselor, informed the committee of other programs the counseling department presents each year regarding bullying. At the 6th grade level, the counselors went to every physical education or health class to discuss bullying, define bullying behavior and suggest strategies in dealing with this behavior. In each of the 7th and 8th grade classrooms, the counselors spend 15-20 minutes presenting a refresher course on bullying. They have found this beneficial and have noticed a significant decrease in the amount of bullying issues. In addition, we have the benefit of a counseling intern, Diane Beardsley, on our staff this year. She has held several groups such as a new student group, school adjustment group, math support group, Habits of Mind groups, and a Go Girls group for those girls who are exhibiting unhealthy behavior.

School Improvement/NCA

- In early November, two of our teachers, Mary McGrath and Terry Furlong, attended the NCA conference in Grand Rapids, Michigan. They have developed teacher accountability folders in the areas of Math, Reading and Writing. These folders will enable teachers to collect student work samples. In addition, our Assistant Principal, Maureen Altermatt, attended the conference along with Dr. Brun from Brummer and Barb Heinger, from the CITA department, to report on our school's credentialing process.

Budgetary Discussion

- The current building budget was reviewed.

Code of Conduct

- There was a staff question about the role of counselors and Restorative Processes. Currently, RP is done for issues that have come through the disciplinary route (primarily harassment, threats, fighting) to Ms. Altermatt's office. Counselors still do many meetings with individuals and small group circles related to anti-bullying and "friendship issues." At this time, there would not seem to be a lot of overlap. However, if – over time – RP does result in "extra" available counselor time, then we could certainly leverage the opportunity for more small counseling groups to support students with various issues (divorce, substance abuse, habits of mind, adjustment, anxiety, etc). In addition, counselors could also choose to use the RP scripting/terminology/process with students if they desired.

Review of Crisis Plans

- The Tornado Drill procedure was reviewed

Old Business

- The drop-off/pick-up location safety issue was discussed. Ms. Altermatt will include another article in the upcoming issue of the newsletter regarding this topic.
- The use and content of the Accountability Folders for each student has improved.

New Business

- On November 14, Millennium held a Six Traits Writing Activity. By having every student write about the same topic at the same time, the staff hopes to reinforce the importance of practicing good writing skills across the curriculum. This activity involved having students write for the first 20-25 minutes of each class period, using the Six Traits: Ideas, Organization, Voice, Word Choice, Sentence Fluency, Conventions, and Presentation. To conclude this activity, teachers assembled at the staff meeting in groups to grade the student's essays.

Strategic Plan 2003-2008

- The Focus Area, Healthy Learning Community was discussed.

Refreshments will be provided by Jennifer DiMarco for the December meeting. The meeting adjourned at 9:55 a.m.

Submitted by,
Michele Darket

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