

**Millennium Middle School
SIP Meeting Minutes
February 28, 2007**

Present:

Staff Members: R. J. Webber, Maureen Altermatt, Stephanie Berry, Michele Darket, Jennifer DiMarco, Sharon Pollock,
Mike Casey, Director of Environmental Services
Parents: Laura Hogan, Maureen Scheffler
Absent: Janet Bliden

The meeting began at 8:05 a.m.

General Announcements

- Teachers have requested the Habits of Mind kick-off dates be included in the Building Calendar, as well as in the Weekly Announcements.
- On March 7, a district-wide Curriculum Day will be held. Elective teachers will meet at Centennial Middle School to discuss Instructional Maps and ideas for supporting core curriculum areas. Core teachers will meet in departments by grade at Millennium Middle School to review assessment data from the MEAP test, 1st semester exam this year, and final exam last year. They will analyze the data and make note of any gaps and/or trends. The departments will then prepare a building report on how to improve instruction and increase achievement.

Upcoming Events

- R. J. Webber, Terry Furlong and Mary McGrath will be attending the NCA Spring Conference on March 6, 2007 in Novi. They will be speaking at the conference on the subject of Accountability Folders used at MMS. They will be sharing the benefits of the use of these folders with those in attendance. Our teachers have shared that students have benefited from using pre- and post-observation of their assessments/projects.

School Improvement/NCA

- As stated, R. J. Webber, Terry Furlong and Mary McGrath will attend the upcoming NCA Spring Conference. Besides being presenters, they will attend other break-out sessions and share the knowledge they gain with our staff. A particular session of interest was the use of a "Data Wall" to visually show progress toward stated academic goals.

Budgetary Discussion

- The current building budget was reviewed. It was noted a recommendation will be brought to the Board of Education to reduce the budget by 5% next year.

Code of Conduct

- Ms. Altermatt reviewed the changes to the Student/Parent Handbook and Code of Conduct. The SIP Committee approved the changes. They will be brought to the Board of Education for approval at the next meeting.

Review of Crisis Plans

- The Serious Injury or Illness crisis plan was reviewed. The Emergency Management Plan binders, which were prepared by Environmental Services, and distributed to all teachers and main offices, were shared with the Committee.

Old Business

- Maureen Scheffler brought up the subject of student safety concerns with Mike Casey which take place during the morning drop-off times in front of the 7th/8th grade building. As a result, Mr. Casey will have stripes painted at the exit of the front loop indicating a lane for right turn and a lane for left turn with a striped area in the center indicating there is not middle lane between these two lanes. Concern was also expressed with vehicles making a left turn out of the east side driveway instead of traveling through the loop in front of the building. Signs will be installed to instruct drivers of the correct procedure to exit from the east lane. In addition, Mr. Casey discussed changes to the drop-off and pick-up area for students in the back of the building. On the west side of the bus loop, the sidewalk will be extended to the North to allow parents to drop off/pick up their students in this area. The area will be constructed during the summer break.
- Our building engineer, Jim Shekell, provided sizes for purchase of showcases for the 6th grade wing. These showcases will be ordered.

New Business

- The second Writing Extravaganza of the year took place on February 13. The topic chosen by the Social Studies Department, and spearheaded by Mrs. Bratt, was Global Warming. Students were to write a persuasive essay on whether SUV's should be banned. They spent approximately 20 minutes of each hour drafting, editing, and finalizing their essay. Each teacher was responsible to grade an average of 17 essays. Students received a grade from both their Language Arts and Social Studies teachers. A teacher commented that this topic may have been too difficult to 6th graders and perhaps the topics should be adapted for each grade level. The next Writing Extravaganza will be held in May.
- Maureen Altermatt, Assistant Principal, reviewed the proposed changes to the Code of Conduct/Parent Handbook. Most of the changes were minor and revised to align with the high school handbooks.
- Mr. Webber distributed a new sample of a Semester Report Card which will include student attendance information.
- Stephanie Berry has requested funds to assist in the production of the Spring Play. These funds will cover royalties and expenses. This request will be brought to the MSPTO.

Other

- Mary Scheloske, librarian, requested SIP approval to participate in a Barnes and Noble offer. Students, staff, families, friends and neighbors could participate in the fund raiser which would earn our school cash or Barnes and Noble gift cards. The SIP committee approved the request.
- Jennifer Robeson, our long-term guest teacher in Art, prepared a beautiful bulletin board in the 7th/8th grade office for Read Across America which ties in with the March is Reading month theme. Mrs. Robeson has also shared her expertise by building the drama set for the upcoming Spring Play. Her efforts are greatly appreciated.
- Maureen Scheffler, parent, noted that two of our current SIP parents would be leaving at the end of the year and would need to be replaced.

Strategic Plan 2003-2008

- The Focus Area, Healthy Learning Community was discussed.

The meeting adjourned at 9:50 a.m.

Submitted by,
Michele Darket

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TEACHER REPRESENTATIVES

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ADMINISTRATION

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