

**Millennium Middle School
SIP Meeting Minutes
February 6, 2008**

Present:

Parents: Laura Hogan, Kathy LeFevre, Amy Shepherd
Administration: Maureen Altermatt, Dr. Pearson, Darrell Plummer
Staff Members: Terry Furlong, Amy Miller
Secretary: Marie Moore
Absent: Jennifer DiMarco

The meeting began at 8:05 a.m.

General Announcements

- In conjunction with Mr. John Hogan and Flag Star Bank, Mrs. Smith's second semester 7th grade Leadership Class will have the opportunity to run a MMS bank branch for 6th graders.
- The Future Problem Solving Program International Conference will be held at Michigan State University May 28 - June 1, 2008. English speaking students from Australia, Hong Kong, Singapore, and Malaysia will be coming to Michigan for this conference. The district is seeking South Lyon families that would like to volunteer to host these students in their home.
- The CHEERS Committee was thanked for the January teacher appreciation activity.
- The February 4th evening presentation for parents and 7th/8th grade students was very well attended. Information was shared about high school graduation requirements. Ms. Sandy Shi, South Lyon's new Chinese teacher was introduced.

Upcoming Events

- February 22, 2008 – 8th grade students will be visited by the High School counselors.
- February 27, 2008 – East HS Curriculum Night
- February 28, 2008 – SLHS Curriculum Night
- February 29, 2008 – Family Geography Night at MMS
- Weeks of March 10th and 17th – Middle School counselors visit 6th and 7th grade classrooms for scheduling

School Improvement/NCA

- AdvancEd will conduct their QAR (quality assurance review) visit to MMS during the 2010-2011 school year. As part of this process, next month Ms. Altermatt will be submitting information about how MMS is meeting the accreditation standards.
- Data and supporting artifacts were collected by the NCA Steering Committee at the end of first semester. Additional material will be collected at the end of the school year, as well.

Budgetary Discussion

- Current transactions were reviewed.
- To assist in the tracking of guest teacher related expenses, Ms. Altermatt clarified the use of contracted guest teacher accounts with the district accounting department. A proposal was brought to the SIP Committee to reclassify related budgeted amounts.

Code of Conduct

- Ms. Altermatt & Mr. Plummer met with CMS administrators to review proposed changes in the student handbook. Terry Furlong presented the changes, and the SIP committee endorsed them. The proposed changes will be presented to the school board for approval.

Review of Crisis Plans

- Reviewed by MMS staff during January:
 - ❖ Biological Attack/Release/Outbreak (1)
 - ❖ Chemical Attack (4)
 - ❖ Earthquake or Other Natural Disaster (7)
 - ❖ Explosion (8)
 - ❖ Suspicious Mail (26)
 - ❖ Weapon Confrontation (29)
- The review of the crisis manual with staff has been completed.

Old Business

- The AB Dick Copier has been removed from the workroom on the 2nd floor of the 7/8th grade building.
- Ms. Altermatt consulted with the Technology Department regarding the installation of a phone in the Team Room. The phone is in the process of being installed.
- Ms. Altermatt and Mr. Plummer met with the Environmental Services Department to demonstrate the use of the magnetic slide on classroom door locks in conjunction with lockdown procedures. The decision to use the magnetic slide will be determined by Environmental Services.
- We are still in the process of reviewing all aspects of the building speaker and intercom systems.

New Business

- An informational presentation was provided by Amy Miller regarding information included on the DVDs, "2 Million Minutes" and "Think Oakland, Think Opportunity: China".
- A request was made to update the scoreboard in the gym to say "Millennium Mustangs" and to include the current school colors. Ms. Altermatt will pursue this.

Strategic Plan Focus Area: Healthy Learning Community

- Information regarding The Drug Free Schools Survey for 7th graders has been mailed home to parents. Questions or concerns can be referred to Mrs. Wallace in the Counseling Office. The survey will be administered on February 27th.
- The Disabilities Workshop will be rescheduled at a later date. Sixth and Eighth grade students will partake in this event.
- A Canine Prohibited Substance Search was conducted on February 6th.

The meeting adjourned at 9:15 a.m. The next meeting is scheduled for March 12, 2008. Refreshments will be provided by Terry Furlong.

Submitted by,

Marie Moore

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