

**Millennium Middle School**  
**SIP Meeting Minutes**  
**April 2, 2008**

**Present:**

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

The meeting began at 8:05 a.m.

**General Announcements**

- Congratulations were given to Cooper Wagner who will be going to the state Geography Bee on April 4th.
- Congratulations were given to our Science Olympiad contestants and our Choirs for their terrific performances in their recent competitions.
- Ms. Jones and Ms. Furlong were thanked for their successful Student Council event, "Are you smarter than your teacher?" The event went very well and was a terrific learning experience for all.

**Upcoming Events**

- April 2, 2008 – MMS incoming 6<sup>th</sup> grade student/parent night
- April 4, 2008 – MMS staff vs. student basketball and volleyball game
- April 9, 2008 – County-wide Tornado Drill, 11:30 am
- April 10, 2008 – Afternoon Activity Event, sponsored by the Art Department
- April 14, 2008 – Writing Extravaganza, sponsored by the Math Department
- April 15, 2008 – NJHS induction
- April 19 and 20, 2008 – Future Problem Solvers Competition
- April 22 and 23, 2008 – Challenge Day
- April 24 through May 2, 2008 – MMS Book Fair
- April 30, 2009 – School Musical, with an afternoon and an evening performance
- May 3, 2008 – end of 5<sup>th</sup> marking period

**School Improvement/NCA**

- In the next few weeks, we will have data from CITA re: credentialed and non-credentialed students. This data will be used by staff for AYP products and to prepare plans for use in the next year. These plans will be shared on the August articulation day.

**Budgetary Discussion**

- Recent transactions were reviewed.
- Ms. Altermatt will speak further with the finance department about the timeline for posting PCMI guest teacher expenses. Ms. Altermatt continues to monitor the account and also is projecting additional accrued costs based on recent trends. Next year, we may develop procedures to track costs on a daily basis at the building level to aid in variance analysis for this account.
- Ms. Altermatt will speak with the controller to get some additional information about questions related to other specific accounts; answers will be shared with SIP in May.
- The balance in the teaching supply account should be adequate to cover paper and copying expenses for final exams. All other request for spending will be very carefully reviewed before approval.
- The SIP committee voted in favor of adding an additional half day to the Restorative Practices schedule next year due to the increased need for Restorative Practices conferences. The change will be reflected in the budget proposal which will be brought to SIP next month. Marsha Barnett's schedule will alternate between MMS and SLHS.

**Code of Conduct**

- SIP strongly discourages the consumption of energy drinks in school. Next year, we will include information about this in the "back to school" mailing. At this time, these drinks are not prohibited in the code of conduct and may be consumed only in the cafeteria during lunch; we will review the status of this next spring when proposals are made for additional changes to the student handbook.

**Review of Crisis Plans**

- Ms. Altermatt discussed the REMS (Response Emergency Management System) survey filled out online for our building as part of a grant process in which the district is involved. REMS is a computerized mass phone fan out calling system that will inform parents in the event of specified emergencies but could also be used for reminders about MEAP testing, etc.
- Another part of this grant process will involve a "table top" training exercise in August for various members of the building crisis team.
- A tornado drill with revised sheltering locations, based on the new maps provided by the Environmental Services department, took place on April 1<sup>st</sup>. Ms. Altermatt and Mr. Plummer were very pleased with the outcome.

#### Old Business

- We will begin the temporary use of traffic cones to assist with issues related to impeded access in/out of the handicapped parking spaces in the 6<sup>th</sup> grade parking lot.
- Mr. Eibler's drafting classes will begin a problem based learning project to develop new ideas for the parking lot layout.

#### New Business

- Heather Thomas has been hired as the new middle school Intervention Module Consultant.
- Students in Sue Smith's 7<sup>th</sup> grade leadership class are running a Toastmasters meeting once a week until the end of the school year. Through this process, students are building public speaking skills and confidence in a supportive environment. Mr. Green, a parent volunteer and a member of Toastmasters, is coordinating the program for our student chapter.
- Ms. Altermatt will distribute the SIP Survey to MMS staff and the SIP Committee members this week. Surveys will be collected at the April 8<sup>th</sup> staff meeting; results will be compiled and shared with SIP next month.

#### Strategic Plan Focus Area: Healthy Learning Community

- Challenge Day is scheduled to take place on Wednesday, April 22<sup>nd</sup> & 23<sup>rd</sup>. We would like to thank all the parents who have volunteered as facilitators.
- Mr. Ferguson's and Mrs. Becker's presentation at the March 18<sup>th</sup> staff meeting was well received. They shared strategies that can be used when working with at-risk students to achieve success both academically and socially.

The meeting adjourned at 8:45 a.m. The next meeting is scheduled for May 7, 2008. Refreshments will be provided by Darrell Plummer.

Submitted by,

Marie Moore

#### PARENT REPRESENTATIVES

- Laura Hogan [jjhogan@talkamerica.net](mailto:jjhogan@talkamerica.net)
- Kathy LeFevre [lefevrejk@sbcglobal.net](mailto:lefevrejk@sbcglobal.net)
- Amy Shepherd [d1ashep@yahoo.com](mailto:d1ashep@yahoo.com)

#### TEACHER REPRESENTATIVES

- Jennifer DiMarco [dimarcoj@slcs.us](mailto:dimarcoj@slcs.us)
- Terry Furlong [furlong@slcs.us](mailto:furlong@slcs.us)
- Amy Miller [millera@slcs.us](mailto:millera@slcs.us)

#### SUPPORT STAFF REPRESENTATIVE

- Marie Moore [moorem@slcs.us](mailto:moorem@slcs.us)

#### ADMINISTRATION

- Maureen Altermatt [altermattm@slcs.us](mailto:altermattm@slcs.us)
- Darrell Plummer [plummerd@slcs.us](mailto:plummerd@slcs.us)