

**Millennium Middle School
SIP Meeting Minutes
September 10, 2009**

Present

Parents: Cathy Altenberger, Amy Shepard
Administration: Maureen Altermatt, Darrell Plummer
Staff Members: Jennifer Jones, Amy Miller, Kristen Rupprecht
Secretary: Kathy Rase
Guest: Lisa Erdmann
Absent: Casey Branch

The meeting began at 8:02a.m.

General Announcements

- Ms. Altermatt introduced all SIP members and reviewed current terms.

Upcoming Events

- September 14 – Magazine Fundraiser Assembly
- September 17 – Curriculum Night 6:40 p.m. – 9:00 p.m.
- September 17 - CHEERS will be providing lunch for staff.
- September 30 – Student Photo Retakes and Staff Picture Day
- October 1 - Healthy Sexuality Curriculum Information Meeting at CMS Media Center at 7:00 p.m.
- October 1 – Healthy Sexuality Curriculum Information Meeting at MMS Room 619 2:40 p.m.-3:40 p.m.
- October 13-22 – MEAP testing with make-up testing through October 29
- October 29 – Parent Teacher Conferences, 3-9 pm
- November 3 – Curriculum Day, no school for students
- November 16 – Writing Extravaganza

School Improvement/NCA

- During Curriculum Days on September 2nd and 3rd, teachers participated in articulation meetings to discuss students on credentialing plans, reviewed assessment data, and updated instructional maps.
- During Curriculum Days, Ms. Altermatt shared MEAP data with staff, analyzed the performance of various subgroups, and led the staff in discussions about ways to close achievement gaps. This will continue to be a focus throughout the year.
- During the afternoon of September 2nd, some MMS staff members collaborated with colleagues from CMS, SLHS, and East during Math Summit and ELA Summit meetings. These meetings are promote cross-level dialogue to share instructional strategies to improve student achievement.
- A QAR (Quality Assurance Review) team will visit our building December 2 and 3 as part of the AdvancEd accreditation process.

Budget Update

- The 08-09 budget ended with a small deficit (0.6%), due to the purchase of document cameras and projectors and two new copiers at year end; the difference will be taken from our carryover account.
- 2009-2010 MMS student enrollment is down from projected levels. This will result in budget decreases; however, there are some reserves currently built into the budget.
- Current transactions will be reviewed in October.

Code of Conduct

- The Student Handbook was reviewed with students via videotape on our TV network system on September 10.

Review of Crisis Plans

- Throughout the year, sections of the Crisis Plan will be reviewed by staff on a “rolling basis.”

- During September, staff reviewed the following: fire (9), tornado (21), lockdown (3 & 14), serious injury/illness (20)

Old Business

- The antenna has been installed and the new walkies are functioning well.

New Business

- The MSPTO is looking for interested parents to join. The first meeting is scheduled for September 16 at 2:40 pm in the Media Center Gallery.
- The middle school counseling department has been restructured. Mara Elwart has relocated to South Lyon East High School to fill an open position. Our new counselor, Amy Bolton, will split her time and travel between MMS and CMS.
- This year the Writing Extravaganza prompts will be by grade level and will tie in with Social Studies (fall) and Science (spring) curriculum.
- Members of the math department are currently working on developing a school-wide Math Extravaganza day. More information will be shared in the future.
- SIP discussed various concerns with parents bringing in boxes of pizza to school and decided that this practice will no longer be allowed. A letter explaining our decision, as well as the underlying reasoning, will be sent home with all students. Ms. Altermatt will also make announcements to students about the new guidelines.

Strategic Plan focus Area: Health Learning Community

- Challenge Day is scheduled for November 9 and November 10. The Challenge Day coordinator is in the process of recruiting adult facilitators for those days. This year there will be a booth to promote and recruit facilitators Challenge Day at Open House/Curriculum Night. Parents who are interested should contact Mrs. Rupprecht at rupprecht@slcs.us.
- Emphasis will be placed on proper handwashing procedures to help keep students healthy.

The meeting adjourned at 8:52 am.

Our next meeting is October 1st.

Respectfully submitted by,
Kathleen Rase

PARENT REPRESENTATIVES

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Amy Shepard	d1ashep@yahoo.com

TEACHER REPRESENTATIVES

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SECRETARY

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ADMINISTRATION

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