

**Millennium Middle School
SIP Meeting Minutes
September 12, 2007**

Present:

Parents: Laura Hogan, Sally Ricks
Administration: Maureen Altermatt, Darrell Plummer
Staff Members: Jennifer DiMarco, Terry Furlong, Amy Miller
Secretary: Marie Moore
Absent: Leisa Fredericks

The meeting began at 9:35 a.m.

General Announcements

- Terry Furlong, Amy Miller and Sally Ricks were introduced and welcomed as being the newest members on the SIP Committee. The fourth new member, parent Leisa Fredericks, was absent.
- Staff suggested having additional soap dispensers provided in the 6th student restrooms. Ms. Altermatt will follow up on this.
- Teachers requested having water coolers installed on the 2nd floor in both buildings. Water coolers are currently available in both buildings on the first floor. After discussion by SIP, this request was tabled for the time being due to budgetary constraints.
- Teachers have also requested having the AB Dick Copier removed from the workroom on the 2nd floor of the 7/8th grade building. Ms. Altermatt will pursue this matter.
- Requests have been made to have colored paper supplied in each of the workrooms; we will make sure that some is place in each. Currently, it all appears to be in one location. Ms. Altermatt suggested that white copy paper be used as often as possible to save money.
- A parent, who is also a travel agent, is interested in planning a non-school related 8th grade trip. Privately planned trips do not require SIP approval. However, MMS will not sanction or be involved in any way with a private trip.
- Laura Hogan received an email from a parent who is interested in creating an email "Millennium Middle School Parent Newsletter" to send to interested parents; PTO & Cheers are gathering parent email addresses. All aspects of publishing and distribution of this newsletter would be handled by parents. MMS would not be directly involved. The parent would like to use this newsletter to provide more frequent reminders of important deadlines and dates of upcoming events in which parents might be interested. (The MMS newsletter is published bi-monthly.) The parent email newsletter would primarily include: upcoming sporting events, music concerts, plays, club meeting dates, etc.
- There was a question about the new custodial schedules and vacuuming. Ms. Altermatt will speak to Charlie McGinnis for clarification.

Guest Presentation

- Mr. John Hogan, Flag Star Bank, shared a variety of student lessons involving various banking transactions which can be used in the 6th gr. essential skills and economics curriculum. Mrs. Smith is interested in her Leadership Class running a school bank second semester; the logistics will be investigated further. The presentation was well received.

Upcoming Events

- The PTO Staff Breakfast will take place on September 21st.
- The Writing Extravaganza will take place on September 25th, before MEAP testing. The topic will be based on student electives.
- MEAP testing is scheduled to take place from October 8th – 25th; counselors will develop a schedule. The last week is generally reserved for make-ups.

School Improvement/NCA

- The first two Curriculum days were very productive. Teachers held articulation meetings to discuss credentialing plans and updated instructional maps. AYP Tracking Tables and plans were developed, as well.

Budgetary Discussion

- We are currently using the 2007-08 budget presented to SIP in the spring. Final adjustments may be made after "count day" and the resolution of the State Budget.

Code of Conduct

- The Student Handbook was reviewed in classes on September 6th. All new enrollments, as well as absent students, have reviewed the handbook with Mr. Plummer.
- Restorative Processes will take place w/Marsha Barnett on Monday and Wednesday at Millennium Middle School.
- The Options/ISS Room will be supervised by Sandy Peters on Tuesday and Thursday.

- In accordance with the district's Substance Abuse Policy, buildings may be searched by the Police Canine Unit throughout the year. The first search was September 12th.

Review of Crisis Plans

- A "Rolling Review" of the Crisis Plans will take place with staff members throughout the school year.
- In compliance with the Ms. Trudy/Code Green Drills, clarification of the locking of classroom doors will occur at the next staff meeting.
- Terry Furlong suggested that evacuation plans for students in wheel chairs/walkers be included in the Crisis Plan Binder. This may require coordination by the Special Education Department and the Operations Department.

Old Business

- The painting in the front parking lot that took place this summer has tremendously improved the flow of traffic. The new drop off island in the back appears to be working well and providing an efficient flow as well. Discussion ensued about some additional signage that may be helpful. Mr. Plummer will speak with Mike Casey.
- Career online development will take place in room 617. This will avoid the excess noise that resulted from the use of the "open" Computer Labs in the 7/8th grade building.
- NJHS sponsors and administrators from both CMS and MMS met on August 29th to review the NJHS selection process and to ensure that the two buildings are aligned. There will be an application designed for students to use this year. The service component will be more clearly defined, but will include service both in and outside of school. Clear guidelines are being developed for the leadership component; these guidelines will then be communicated to students, parents, and staff. Ms. Altermatt will provide updates in the future.
- The guidelines for Honor Roll will also be reviewed to align the middle schools and high schools.

New Business

- Student Spectator Guidelines, as published in the Millennium Middle School newsletter, were reviewed.
- The Annual Report will be shared with SIP and at the PTO meeting on October 3rd. It is on the district website as well.

Strategic Plan 2003-2008 (Healthy Learning Community)

- Challenge Day is scheduled to take place on April 22nd and 23rd. The 7th grade students will participate on both days. Parents are encouraged to volunteer as facilitators.
- Millennium Middle School will be using the same schedule for the monthly focus on Habits of Mind as last year. (See attachment)

The meeting adjourned at 11:00 a.m. The next meeting is scheduled for October 3, 2007. Refreshments will be provided by Sally Ricks.

Submitted by,

Marie Moore

PARENT REPRESENTATIVES

- Leisa Fredericks lfredericks@netscape.net
- Laura Hogan jjhogan@talkamerica.net
- Sally Ricks kricks@cablespeed.com

TEACHER REPRESENTATIVES

- Jennifer DiMarco dimarcoj@slcs.us
- Terry Furlong furlong@slcs.us
- Amy Miller millera@slcs.us

SUPPORT STAFF REPRESENTATIVE

- Marie Moore moorem@slcs.us

ADMINISTRATION

- Maureen Altermatt altermattm@slcs.us
- Darrell Plummer plummerd@slcs.us

MMS MONTHLY HABITS OF MIND KICK OFF

1st Hour – Define Habit

2nd Hour – Review habit with an emphasis on why it is important

3rd Hour – What does the habit look and sound like?

4th Hour – What does this habit not look like?

5th Hour – Discuss how the habit could be used at MMS

6th Hour – Discuss how the habit could be used outside of school

7th Hour – Students explain how they will use the habit

MMS MONTHLY FOCUS AREAS

October – Focus Habits for 2007-2008 School Year:

- Persistence
- Strives for Accuracy and Precision
- Listens to Others

November – Finds Appropriate Humor

December – Takes Responsible Risks

January – Use of Past Knowledge

February – Questions and Poses Problems

March – Thinks Interdependently

April – Thinks Flexibly

May – Manages Impulsivity

June - Metacognition