

## **NORTH VIEW JUNIOR HIGH SCHOOL SITE COUNCIL MEETING MINUTES**

**JANUARY 11, 2006 ♦ 4:30 – 6:30 p.m. ♦ North View Media Center**

### **ATTENDING:**

Tom Brandt	Bob McCauley
Greg Burke	Nancy McElligott
Mary Ellen Chopp	Cheri Montgomery
Sue Eckman	Tasha Moskowitz
Erica Heath	Doug Olson
Sue Howard	Tracy Rahmig
Sharon Kephart	Jodi Spoden
Darrell Maloney	Sherry Stemm
Chad Manders	Wendy Tuominen

### **NEW MEMBER:**

Tom Brandt – SEM Committee was introduced and discussion began regarding eligibility of voting and what the Site Council had added and passed to the by-laws in April 2005. The standing by-laws are that a member (staff and parent included) must attend 5 meetings including the meeting prior to the vote when the proposals are presented. Discussion centered around having as many eligible staff voting in order to in turn have as many parents vote as possible.

### **DECEMBER MINUTES:**

A motion was made to approve December minutes. The motion was seconded and passed to accept the December minutes. Nancy made a note that she would add the December committee reports to the December minutes and email them to members. Nancy also asked about including the Site I Improvement Plan to the minutes and Dr. McCauley asked that this wait until he has a final copy of the plan.

### **OLD BUSINESS:**

#### **Site Council Chairperson Election**

A Site Council chairperson was not elected at the December meeting. That topic was brought up and after the voting procedure was discussed it was determined that the Council would make an exception to the eligibility of Tom Brandt in the voting process. Tom was a member of the NV Site Council in 2002 and he knows how this committee operates. A motion was made, seconded and passed to make an exception to the by-laws regarding eligibility of voting in order to allow Tom to vote because he has previous experience with this Council.

#### **COMMITTEE REPORTS:**

A request was made for committee members to receive all submitted committee reports in one email rather than several emails. A reminder regarding reports is that these reports should be submitted to Tom Brandt by 4:00 p.m. on Thursday, the day after committee meetings. These reports along with the agenda for the monthly meeting would then be emailed to Site Council members by 4:00 on Friday. If any committee members have additional agenda items, they can email those to Tom so they are on the agenda for the next meeting.

#### **Discipline Committee – Erica Heath**

- Specific concerns regarding the Discipline Policy were given to Ms. King to be taken into consideration as the plan unfolds. Staff are urged to bring issues forward as this is still a work in progress – also any ideas on how to include a positive aspect to the plan would be appreciated.
- Ms. Boyd made clear that students coming late to 1<sup>st</sup> hour with a green pass need to be marked tardy and be given detention – these passes are not an “excuse”. This will be addressed at a future staff meeting.
- It is the expectation of the administration that teachers will give detention for being tardy – there will be no “hall sweeps”.
- Administration expressed the willingness to “cover” a class so that a teacher may work with an individual student on behavior issues.

- There was considerable discussion about the respective roles of administration and teachers. Recurring themes in the discussion were: the importance of building one on one relationships, being aware of the group dynamics of classes & the necessity for teachers to be aware of “escalation” in dealings with students.

#### **Facility, Health and Safety Committee– Greg Burke**

- The new handbook contains a copy of the official and current safety policies. These policies will be reviewed by the safety committee.
- Safety committee members checked each classroom for window covers before the lock down drill. 1) Most rooms were in compliance 2) safety committee members will contact teachers with no window covers and request that they be covered 3) many teachers have requested that blinds be installed to facilitate the covering of windows that are next to the doors. Current coverings are not standard from room to room and usually made of construction paper. Blinds would allow for a clear line of sight into the rooms during normal school hours and would allow the teachers to quickly close them to obstruct the view into the classroom during the lockdown. The installation of uniform blinds would give the school a more professional appearance much like the locker painting project did this summer.
- The safety committee is making a request that Dr. McCauley and Dave Tramel purchase blinds for classrooms and the library with windows next to the doors.
- Diane Hawks requested that the main doors of the library be connected to the same system as the main wing doors so that they can be automatically closed in the event of fire and intruders. This would allow her doors to be locked but open during normal school hours and facilitate faster closing of these doors in an emergency.
- It was noted that in the e-mail sent by Ron Carlson that the room lights were to remain on during a lockdown. This is a change that was not reflected in the current procedure and is contrary to the posted lockdown procedure signs currently posted in the classrooms.

#### **Finance Committee – Chad Manders**

- There was one request for funding. There is a total of \$2,500. Ms. McCorkle has requested \$700 for Pep Squad pants that will be used year after year. This is under consideration, but more information is needed. Questions that were asked were: Will the Pep Squad continue when the grant that funds it is finished? Can we count on the 21<sup>st</sup> Century Grant being available for the next 3-5 years?
- Next month’s discussion will be science fair funding.

#### **Nuts & Bolts Committee – Doug Olson**

- Meeting was held on 1/6/06. The committee discussed the difficulty of hearing announcements in the hallways before school, the apparent lack of students’ ability to get to classes on time and the ineffectiveness of assigning them detention, and the effect of having so many schedule changes made after the second trimester began.
- The committee also noted that the request to shorten morning announcements has been accepted.

#### **Peer Review Committee – No Site Council representation**

- No committee report

#### **Reading and Math SIC – Darrell Maloney**

- Darrell talked about ways that North View can improve test scores. He told the Council that ELL kids are not going to be capable of passing the MCA tests and we need to have remedial reading and math classes to help these kids
- There needs to be new reading strategies that focus on fluency and comprehension.
- The committee has discussed looking at RIT scores at the beginning of the year and at the end to determine kids’ progress.
- Past test will also be used for practice to help the kids get reading for the test.
- There will be no out-of-school activity for 9<sup>th</sup> grade students who have passed the BST (There are 160 kids to take the reading part and 210 students to take the math). It will be a normal school day for 7<sup>th</sup> and 8<sup>th</sup> graders.

#### **School Climate Committee– Colin Kemmis**

- The School Climate Committee decided to have departments provide food for conference night. Discussion will continue at the next meeting when more people are present.
- Donuts – the School Climate Committee is going to use committee money to provide donuts at the next staff meeting and they would ask for donations after that.

#### **SEM Committee – Tom Brandt**

- Tom handed out minutes from previous SEM Committee meetings that Site Council members had never received.
- January committee meeting centered on SEM representation at Site Council meetings. Tom volunteered to be the SEM representative if the Site Council allowed the SEM committee to participate in the compensatory voting decision. He will make the offer/request to the Site Council at the January meeting.
- Tom informed the committee that testing dates for the April MCA tests had been changed to accommodate the block schedule. It was then discussed and decided that the 9<sup>th</sup> grade field trip would be cancelled.
- There was discussion about Student Appreciation Day at North View. Can the money be spent on better purposes? Students have been told about SAD this year and the money will not be “repurposed”. The committee also talked about designation future fundraiser money for other purposes. The date of SAD was discussed (this year it will be June 5<sup>th</sup>). This date is determined by the last day of school, Memorial Day and the Fishing Trip.
- There was discussion about offering “enriching” trips and that not all of the trips met these criteria.
- The committee talked about expanding the SAD behavior window to include all of Tri-3. Ternesha McCorkle shared the practice from a previous school she was at regarding focusing on a different behavior issue each week. Teachers would monitor student behavior and expectation and too many transgressions would cause a student to be excluded from enrichment activities.
- Tom offered to survey staff attitudes toward SAD before and after the day. Ternesha McCorkle also requested that staff be informed of what SAD is and its purpose. Tom agreed to do that.

#### **Staff Development – Tasha Moskowitz**

No Report

#### **Technology – Barbara Munic**

No Report – Barbara was absent

#### **Parent Advisory Group (PAG) – Nancy McElligott**

There was no December Parent meeting. Next meeting will be January 26<sup>th</sup> at 7:00 P.M. with the topic of safety at North View

#### **Physical Activity and Nutrition (PAN) Committee – Nancy McElligott**

- This committee continues to meet on a monthly basis. Members include parents, staff, Tom Pelligrino-District Food Service Director, Cathy Omberg-District Curriculum Coordinator for Health and Physical Education and Amina Richards from the Hennepin County Health Department. This committee has been discussing adding 2 water vending machines to make it easier for staff and students to purchase water between classes. This would help in keeping kids hydrated and healthier.
- This committee has been discussing opening the school store after school like it was last year, in order to provide students who stay in the building after school with healthy snack choices, as well as purchasing small bottles.
- After school activities are a focus of this committee. Ron Carlson supervises strength training 2 nights a week after. Roman Cress supervises the Friday after school basketball games. Ron Carlson has also applied for a grant from Medtronic’s to provide self defense classes after school – primarily for the girls at North View.
- Tyrone Minor is also checking into having Yoga classes after school. Number of classes will depend on the interest of kids. His wife is willing to teach the class.
- This committee is looking at the school lunch menu to determine if there are good healthy choices for students to make for their lunch every day.
- Next meeting will be January 24<sup>th</sup> at 7:30 A.M. to look at the nutritional and physical progress made at North View.

**NEW BUSINESS:**

- Dr. McCauley talked about the lockdown that had occurred in early January. Classrooms were “tested” (doors were knocked on) and some staff answered the door. They failed the “test”.
- Dr. McCauley passed out a handout from the district office regarding compensatory funding rules
- Dr. McCauley handed out a schedule relative to compensatory voting and proposal deadlines from staff using last year’s schedule, dates were changed on a handout for staff.

The proposed compensatory funding timeline is as follows:

**January 18<sup>th</sup>** Department chairs will be informed of the compensatory voting procedures.

**February 10<sup>th</sup>** – Tom will email a copy of the funding proposal to all staff

**February 25<sup>th</sup>** – receive the staff allocation from the district office and information is shared with staff.

**March 3<sup>rd</sup>** – all proposals due to the principal by 4:30 p.m. (via e-mail)

**March 8<sup>th</sup>** – all proposals emailed to Site Council members for review and to develop a list of clarifying questions

**March 9<sup>th</sup>** – e-mail proposals to Site Council members

**March 15<sup>th</sup>** – Site Council meeting to review proposals and discussion of the proposals.

**March 22<sup>nd</sup>** – Second meeting for March – Council votes on spending compensatory money.

**March 23<sup>rd</sup>** – E-mail results of voting to staff and Site Council members

- Site Council members asked administration to provide an administrative proposal that would show what it costs for staff to keep North View at the current staffing status.
- Parents expressed concern that \$22,000 that had been voted on and passed last year for a “Time Out” room had not been used that way. Dr. McCauley explained that he felt this was not a good use of the money and made the decision to use these funds in the music department. Parents were again concerned that this information did not come back to the Site Council meeting (which the Council had been informed last year that any money that would not be spent the way it was voted upon would come back to the Council for discussion and a possible new vote).

**SITE COUNCIL MEMBERS CHANGE YOUR CALENDARS TO REFLECT THAT THE MEETINGS IN MARCH WILL BE ON MARCH 15<sup>th</sup> and March 22<sup>nd</sup> (no meeting on March 8<sup>th</sup>)**

The next Site Council meeting will be Wednesday, February 8<sup>th</sup> from 4:30 – 6:30 in the North View Media Center. Items on the agenda will be compensatory voting process and an update on the IB MYP implementation process.

Meeting adjourned at 6:30 p.m.

Respectfully submitted,  
Site Council Secretary,

Nancy McElligott