

MSL School Governance Meeting November 9, 2009

Attending: Jennifer Smith, Cindy Oppe, Tina Walker, Regina Pruzina, David Guthery, Peggy Drana, Francisco Enriquez, and Darlene Liston

Absent: Jackie Frost

I. Council Elections

A. New Parent Representatives: Francisco Enriquez was elected to a new 2 Year term last spring for 2009/2010 – 2010/2011. Other nominations were taken at the Spaghetti dinner for more parent representatives and were voted on at the September meeting coinciding with the Spaghetti dinner. Elected were – Tina Walker, Regina Pruzina and Peggy Drana whose terms will run from 2009/2010 – 2010/2011. Returning for their second year commitment were David Guthery and Darlene Liston.

B. New High School Teacher for Governance – due to the increase of parent representatives (6 total), a motion was put forward by David Guthery to add another teacher representative from the High School to bring the total to 4. Another staff position could also be added in the future to keep the ratio of parent to staff correct. Jennifer Smith will seek out nominations from the staff of a high school teacher to fill the position for 2 years and bring it back for the council to vote on. Jackie Frost is a middle school teacher in the second year of her term.

II. Nomination for Governance Secretary – Jennifer Smith sought a volunteer for the Secretary position. David Guthery volunteered for the 2009/2010 school year and was accepted by the council. No other positions have been filled and can be taken up at the a later meeting.

III. State of the School (refer to handout) – While MSL has never come under No Child Left Behind (NCLB); the entire MPS district has now been identified as a district in need of improvement. Therefore all schools will have to meet the 6 goals. (Currently 6th, 7th, 8th and 10th grades are taking WKCE tests.):

- A. Math – 70% of students must be on grade level. For 08/09, MSL reached 71%.
- B. Science – 70% of students must be on grade level. For 08/09, MSL failed to reach this goal and achieved only a 57% proficiency rate.
- C. Reading – 80% of students must be on grade level. For 08/09, MSL reached 82% proficient.
- D. Graduation Rates - 75% of 9th graders will graduate in 4 years. The current state of MSL shows 27 students not achieving to be on grade level by 12

grade. However, 26 of the 27 are special education students who have chosen, under law, to remain in school past 12th grade until they turn 21. Jennifer Smith will seek explanation of how special education students will be handled in this measure and report back to the council.

- E. Attendance – Student attendance rates will increase to 95%. For 08/09, MSL had an overall attendance rate of 94%. Currently our attendance rate is 95%, however, historically MSL has started at 96% attendance to date and then attendance rates have declined. The attendance rate will be closely monitored and actions may have to be taken to meet this goal.
- F. Suspensions – No more than 40% of suspensions will be in the area of Learning Environment (suspensions will fall into 1 of 3 categories – weapons, physical/personal safety, and learning environment). Currently MSL and all of MPS are using the PBIS Initiative to achieve appropriate behaviors of student behavior. As of 11/9/09, MSL had 98 suspensions up from 90 last year at this time. 10 of these suspensions are the result of 2 students who are currently being recommended for expulsion. The suspension rate will be monitored monthly and reported.

IV. PBIS Initiative – Last year MSL volunteered to be a pilot school for this initiative, however, due to the whole district being identified for improvement due to NCLB, the entire district is now mandated to be following this program. MSL has produced a video with students and staff to model appropriate behaviors in several areas of the school – auditorium, bathrooms, cafeteria, etc... Different grades are currently in the process of viewing this video. PBIS rewards in place to improve student behavior are:

- 1) Code of Conduct cards which are given out to students modeling good behavior. The cards are then placed in a bi-weekly drawing for prizes.
- 2) VIP cards are given to students who go out of their way to exhibit good behavior.
- 3) Random classroom visits – staff have started conducting and classes have received a variety of rewards for having planners or the whole class for being on time. Everything is grades 6-12 focused. MSL must provide data for PBIS (at our expense) and utilize the new incident referral form. Currently students are being asked to do the 31 Day Challenge – suspension free for 31 days. If they succeed all students will be rewarded. Jennifer Smith will report back at the December meeting to success of this challenge.

V. Third Friday Report (see handout)

- A. Enrollment was 37 student higher for the Middle School and 52 students more for the High School program.
- B. \$456,458 was added to our budget for our current school year.

VI. Budget Update (see handout)

- A. Jennifer Smith proposed recommendation for use of the additional budget dollars were presented.

1. Substitute Teacher - \$150,000 was added to shore up this budget line which had not been funded properly with last year's budget for this current year. There are a couple possible maternity/medical leaves coming up that are known by Jennifer Smith.
2. Building Modifications - \$108,000 was added to divide room 133 (special education room) into 2 classrooms with shared kitchen/sink access (\$99,000). A computer lab will also be added to the north end of the library with 32 computers. This area of the library is currently being used for storage of classroom sets up curriculum books. These will be moved to the AV Storage room at Winter Break and old AV equipment will be sold (film projectors, etc... no longer utilized). The work on the library will also be done over Winter Break. Many of the computers will come from our Technology wish list and MSL will purchase a few to round it out to the 32 computers. Library book shelves on the periphery of the library will be removed.
3. Department supplies - \$50,000 was added for use by each department based upon a \$2.00 per student with higher rates for art and special education.
4. Substitute engineer was required on September 18th due to long term medical leave of our current building engineer. \$35,000 was added for this purpose.
5. Text books and education supplies - \$25,000 was added to shore up another budget line which was not sufficiently budgeted last spring.
6. Copier lease was added for \$20,000.
7. Contract Services – because MSL must share a tech support person with 9 other schools we rarely see the individual. Mr. Ratka's position, our on-site tech support person, was cut substantially last spring due to budget issues. This will restore a portion of that position back to a half-time position (from the \$10,000 that was budgeted). Mr. Ratka helps staff with computer issues ranging from computers locking up to their mouse not working.
8. .2 added position to FTE Social Work Assistant (\$6,000) – This will relieve Mr. Metz, the full-time social worker on staff, of attendance work. He has been handling several of the duties of the Middle School counselor due to the cutting of that position last spring for this budget year.
9. Building supplies - \$6,000 was added to bring up another low budget line item for cleaning equipment and equipment for engineers.
10. Periodicals - \$5,000 was added for magazines for the library and scholastic materials for the classroom. After discussion, it was agreed that at a future meeting Jennifer Smith will provide a review of percentage of

periodicals which are classroom based vs. library based. Also there were suggestions for on-line subscriptions for library periodicals like the newspaper due to the move to a mostly computer library.

11. Telephones - \$2,000 was added to the budget to shore up another shorted budget line from last spring. Only \$6,000 had been budgeted but our annual cost is regularly \$8,000.
- B. Carry-over funds from the 2008/2009 school year totaled \$159,000. The school board voted at the beginning of November to allow MSL to carry over these funds to our current school year budget as they were fewer than 3% of our total budget (approximately 1.9% of the budget). This money is being left as emergency funds for the current budget as we may likely need them for next year's budget due to the increase in benefit costs for staff to 70% of total cost of a staff member.
- C. The Governance Council accepted the budget proposal as presented.

The meeting was adjourned. Next MSL Governance Council meeting will be on December 14th at 6:00pm. David Guthery asked that any agenda items for the next meeting must be given to him by December 7th, except for the principal, Jennifer Smith, for inclusion in the upcoming agenda. This is so that the administration may be prepared to answer questions to have a meaningful discussion. An agenda and the prior month's minutes will be e-mailed to each governance council member prior to the meeting for their review.