

## **MSL School Governance Meeting**

### **June 7, 2010**

Attending: David Guthery, Francisco Enriquez, Jacquelyn Frost, Jennifer Smith, Darlene Liston, Tina Walker

Absent: Regina Pruzina, Peggy Drana, Megan Christiano, Cindy Oppe

- I. Minutes from May meeting were approved.
- II. Monthly budget review –The school year is 91% done and MSL high school budget is 83% expended and the Middle school budget is 91% expended (Supplies for next year that were purchased out this budget). High school supplemental budget (613) is 88% expended. Schedule E monies coming out of budget soon and need \$30,000 left for summer hour (Programming, PBIS, etc...).
- III. School Improvement Policy – Jennifer Smith and three other team members attended the data retreat on May 19-20, 2010 where they wrote our SIP. The major change was they added one strategy – Objective for the class period will be posed in class each hour and day, written in a “child friendly” Learning Instruction format. No more posters detailing broad MPS objectives will be displayed in classrooms. Instead a white board will be installed in each classroom where the Learning objective will be written – “We are learning to.....”. The staff will also be informing frequently what is expected of each student. This also coincides with MSL advancing to Tier II for PBIS implementation. Other areas SIP focused on was writing specifically to content area – science, English, math, etc...
- IV. Language Arts CPI – DPI had as part of its corrective action plan for MPS mandated block teaching of the new Language Arts curriculum in 90 minute blocks. Unfortunately this does not work well for MSL as our students would be shorted FAVE classes. Fortunately, MGIS’ principal was able to contact a state representative who put the State Superintendent Evers and DPI in direct contact with the whole immersion schools. A compromise was approved and for high achieving schools such as our with greater than 75% of students achieving, less than 10% mobility and other criteria do not have follow the time block demand. We still must follow the curriculum.
- V. Approval of Principal by School Board – Jennifer Smith was approved by full board on May 27<sup>th</sup>, 2010 and is now officially the principal of MSL. The Governance Council congratulated her on her tortuous journey.
- VI. Enrollment Variance Contingency Plan – Our budgeted enrollment is 1083 next year. We are current have 1196 students enrolled for next year. Traditionally we lose about 50 students although we do have several students on a waiting list as well. MPS requires that MSL come up with contingency plans for 5% and 10% over budgeted enrollment

(one of which we will likely be) as well as 5% and 10% below budgeted enrollment so that budget adjustments can be done somewhat automatically next fall.

The following motions were made and accepted by the full governance council.

- 1) If MSL is 5% over budgeted enrollment we will gain \$260-270,000. Monies will be spent in the following manner: \$140,000 for Schedule E\*, \$70,000 added money for subs, and \$40-50,000 for supplies.
- 2) If MSL is 10% over budget enrollment we will gain \$540,000. Monies will be spent in the following manner: All 5% additions plus \$200,000 plus for a capital improvement to MSL (the council's priority was expansion of the cafeteria) or if that was not possible for whatever reason, we would hire 2 teachers.
- 3) If MSL is 5% under budget enrollment, we stand to lose \$260-270,000. The budget would be cut in the following manner: eliminate data secretary - \$65,000 savings, eliminate educational paraprofessional - \$50,000 savings, eliminate a ½ position of literacy coach and a ½ position of Learning Coordinator (which then could be then staffed by one individual instead of two full times currently).
- 4) If MSL is 10% under budget enrollment, we stand to lose nearly \$540,000. The budget would be cut in the following manner: All 5% reductions plus 3 additional teaching positions (departments to be determined depending on enrollment).

\* An additional motion was made and passed by the entire council regarding Schedule E (currently eliminated from SY 2010-11 budget) addition. Because Schedule E currently costs MSL \$240,000, we realize that we need to contain and reduce costs as monies are needed for subs and supplies as they were shorted in the approved SY2010-11 budget. Therefore the following actions are required for Schedule E. 1) Busing will be reduced from two days to one day. Activities such as forensics which have two days will have to inform parents that busing is only available on one of the days. Day is to be determined at future date and notified to staff and parents. 2) As all Schedule E activities were eliminated for SY 2010-11, all activities will be required to reapply for approval by a Schedule E panel consisting of one administrative staff member, one High School staff member and one Middle School staff member. New activities may also apply for approval at this time. Activities must be educational and prove to the panel that they are actually producing educational results in the students involved. This will help rectify the complaint by many parents and staff that some are merely "hangout time" for children.

## VII. Other

- A) Japanese Teacher – We have been able to fill the Japanese teaching position vacated by the retirement of Ms. Tucker. Unfortunately the MPS teacher contacted Jennifer

Smith at the end of the day on the last day of interviews for the final round.

However, because she holds the proper license, Japanese 910, and is the only one in the district to have it, the position is being filled by a seniority transfer of her to MSL. She taught at Lloyd Street Global Education but had been cut and was subbing in the district. In addition to teaching for many years in the district, she also taught for several years in Japan. Jennifer Smith extended a special thanks to Peggy Drana, who discovered her and directed her to apply to MSL.

- B) Honor Cords – Peggy Drana wondered why Middle School students would no longer receive honor cords for graduation. Jennifer Smith explained her decision that we were spending instead \$8 for honor pins for the students which are easier to keep in the future while the cords cost \$7. Also the council felt it gave more prestige to High School graduation as Middle School graduation is not the objective of MSL and since a majority of students move on to High School it is redundant.
- C) Book Distribution and Retrieval – David Guthery complained that several parents and teachers have not been happy with students getting their text books turned in prior to finals. While they may check them out, Jennifer Smith acknowledged they rarely do. The reason she said MSL does this is it is the only way to “hold something over the heads” of the students for the activities the last two weeks of school. They have tried to this year get back first books from AP classes which were already finished and then by classes that needed them least. Next year, she promised that all students would receive their books for every class within the first 3-4 days of school and big improvement from years past. Because all books must be checked in and out with a bar scanner, and MSL only has one, there is an institutional bottleneck. It was discussed if multiple scanners could be purchased and either speed up check in at the end of the year. She did not think that was possible.

VIII. Next meeting: September 2010, date not yet set.