

Site-based Management Team
September 11, 2014

Meeting Called to Order: 4:15PM
Meeting Adjourned: 5:45 PM

Agenda Item I: Welcome and Introductions

School Representatives:

Kevin Nesteruk - Principal
Michael Murray - Assistant Principal
David Patterson - EC
Samantha Peppard - Related Arts
Melony Banks - 6th Grade
Elmar Bready - 7th Grade
Jennifer Marryat - 8th Grade
Lisa Smith - Guidance
Heather Karpinski - Media Center

Parent Representatives:

Jeannie Parker
Kim Eaton
Brenda McMillon
Anna Prokos
Jennifer DiPrima
Kelly Sanfilippo
Shannon Mallozzi

Members Not Present:

John Palumbo

Agenda Item II: Roles

- Secretary - Heather Karpinski
 - Will take meeting notes to share with SbMT and Cathy Nesmith
- Scheduler - Kelly Sanfilippo
 - Will solicit agenda items and schedule monthly meetings
- Comprehensive Facilities Plan Team (CFP) - Kevin Nesteruk - admin, Michael Murray - admin, Melony Banks - teacher rep., Dave Patterson - teacher rep., Shannon Mallozzi - parent rep., Kim Eaton - parent rep.
 - This team will develop a list of wants and needs based on inspecting the school facility. The list will be ranked in order of importance.

Agenda Item III: Fund Raising

- All fundraising opportunities will go to the SbMT for discussion and to be voted upon. All requests will be submitted via a written application.
- The SbMT voted unanimously to approve Emily Roth's request to hold a Dress for Success One Mile Fun Run at CMS - date to be finalized. This event will collect school uniforms to be distributed within UCPS schools. This is part of Emily's Girl Scout Gold Award Project. The event will be open to the public. The entrance fee is one school uniform top and bottom. The event will utilize the bus parking lot and the trails.

Agenda Item IV: Voting on Policy Changes

- Discipline Policy Changes: The Student Code of Conduct has been changed. The former Level B and Level C have been combined into Level B and item #14 was added. The consequences can be any that are listed, they are not ordered.
 - **Vote:** All in Favor
- Dress Code Changes: New: "Students who do not meet the dress code will spend the day in ISS"

Changes in the Dress Code for Girls:

 - Shirts must have a sleeve and cover the chest, midriff, shoulder and undergarments at all times.
 - Top shirt must not be a tank top, sleeveless, camisole or spaghetti strap, tube top or strapless shirt. Tube tops or strapless shirts are not allowed even when covered by another garment. Tank tops, sleeveless shirts, camisoles or spaghetti strap shirts can be worn but must be covered with a shirt that covers the shoulder.
 - Tops must not be deep plunging.
 - Tops cannot be see through, have open backs or slits exposing bare back
 - Shorts can be 2" above the knee
 - **Vote:** All in Favor
- Bullying Plan:
 - School Bullying Policy
 - must follow UCPS Guidelines and Definition
 - one time is inappropriate, repeated instances equates to bullying
 - zero tolerance in UCPS
 - schools can use discretion for first offense
 - consequences change with repeated offenses
 - School Plan
 - individuals and small groups that meet with administrators and/or guidance
 - referrals from parents, teachers, etc.
 - students with known former issues with a student are typically separated as long as the school is aware there is a problem
 - pit talks address bullying throughout the year

- student reporting mailbox
 - staff monitoring
 - schools look into all reports
 - consequences are decided by UCPS and cannot be changed at the school level
- Parent Inquiry
 - are coaches that coach booster club sports trained in regard to the bullying plan?
 - Mr. Nesteruk will share the bullying plan at the booster club meeting on Monday, 9/15
- Technology and Bullying
 - very hard to track, if a message, post etc. contains any indication of something happening at school or on school grounds the school can dig deeper - will be turned over to the SRO if needed
 - teachers need to discuss the importance of keeping usernames and passwords private and not leaving the laptops logged on
- **Vote:** All in Favor
- Agenda Item V: School Improvement Plan
 - The plan will be added to and adjusted as needed throughout the school year
 - A review of the current SIP was completed
 - Will submit SIP and post SIP to school website prior to the due date of 10/2/14
 - **Vote:** All in Favor
- Agenda Item VI: Other
 - Service Learning Project:
 - The students and staff will participate in a Service Learning Project the Monday and Tuesday before Thanksgiving Break. The project will have a local and global focus
 - The PTSO and SbMT will work together to plan this event
 - Possibly partner with a church
 - SbMT members need to explore community needs prior to the October meeting
 - Include an evening with the community
 - Community Events:
 - Two Events for this school year - 1 per semester
 - Planning with PTSO
 - Possibly a movie night for students and families
 - End of year event to welcome rising 6th graders and their families
 - Promotion Ceremony:
 - Too big for the gym
 - Cannot use HS Aud. it only holds 800 people
 - Options:

- have an evening event - rent a facility- charge families to attend
- split the ceremony and hold two at school using the gym
- have the ceremony at the HS football stadium
 - hot, rain
- have the ceremony at a local church - Elevation on Rea Rd.
 - some kids won't have transportation
- have the ceremony on Saturday
- SbMT look for venues
- check with other schools to see what they are doing
- no budget for this
- possibly get corporate sponsors from local businesses