

Marvin Ridge High School
Site-Based Management Team - Meeting Minutes

January 27, 2016
3:15 PM – 4:40 PM

Members in Attendance:

Donna Cook	Steven Wilson
Shannon Long	Kelly Lang-Ramirez
Matt Lasher	Courtney Mueller
David Thomson	Sandra Tran
Carren Heartley	Debbie Every
Alice Shrader	Ann Ennis
Justin Jones	

i. Reviewed and approved December meeting minutes

ii. Revisit of Graduation Cord for CTE Concentrators / ACT WorkKeys students - Graduation committee wanted Site-Base to be able to justify their approval of the new cord, but not allow that approval to open the door for all clubs/groups to add graduation cords. Site-base discussed the pros and cons of having a cord for CTE concentration students, where most cords are given only to Honor societies. Decision was made to go with colored pins for students to wear on the lanyard of the medallion; further research is needed to see if a concentration in CTE is part of an Honor society nationally.

iii. Ted-Talk - Friday, January 29 during 1st and 2nd block. PTSO will provide refreshments. Each presenter is allowed four student guests and two adult guests. All presentations will be taped for viewing at a later time. Teachers are invited to visit as time allows.

iv. Exam/NC Final Update - * All tests for which there is an NC Final will be used by all schools in NC next year. There will be no continuing opportunity to "waive" out of using the state-made test to use a teacher-made test, which is what we currently do for some English courses and several Social Studies courses. Please communicate this change in your next departmental meeting.

v. Semester Transition Updates

- Early Graduates - 20, finished after first semester
- SPCC/Dual Enrollment - approx 20 students
- Co-ops/Internships - approx 15 students
- Flex Day program - approx 75 students
- Student schedule changes through Jan 28 (5th day)
 - Clarification to staff regarding student schedule changes - what are the parameters and circumstances that exist that allow students to make these schedule changes
- Teacher schedule changes through Feb 4 (10th day)

vi. Spring Registration Process for 2016-17

- Timelines and related processes will be developed and communicated in February (to include teacher recommendation process - will plan to use PowerSchool again for as much as possible)

- Will be meeting with MRMS reps on Feb. 10 to prepare for meetings and processes with 8th grade student and families
- To increase lines of communication between 8th grade teachers and 9th grade teachers, we were able to have a luncheon on a recent teacher workday with reps from English, Math, Science, Social Studies, Guidance and Admin from each school meeting together to discuss matters relevant to the high school transition process.

vii. International Baccalaureate Program Applications Open for 2018

- January 25 through February 9 is the application window
- Teacher recommendations are very important part of the application and acceptance process.
 - Mr Jones explained that recommendations are not so much used to refuse admittance, but to give the IB teacher a snapshot of the student that is coming forward, and to use that information to plan classes

viii. Discussion of Needs for Budget Input Process at District level for 2016-2017

- 2015-16 Departmental Request deadline for state/local funds for 15-16 school year is Monday, Feb 15. Requests can address material or training/workshop requests from each department.

2016-2017 Requests

1. increase number of teachers to decrease class sizes
2. textbooks
3. copiers - heavier-duty needed
4. smart board upgrades for those older models
5. Classrooms of Tomorrow -
 - a. have a representative from downtown explain upgrades so maybe Marvin Ridge can begin upgrading ourselves
6. upgrading teacher laptops (usually done through technology, not state/local funds; usually completed after 5 years, and Lenovos are on year 4. There's been no word from technology about this happening as of yet)
7. upgrading classroom/teacher furniture

ix. MRHS Enrollment Projection Information

- McKibben Report was presented at December UCPS Board Meeting
- Full report is available on UCPS website <http://www.ucps.k12.nc.us/Page/2784>
- Report shows MRHS enrollment peaking 2016-2017 at 1698 students, then slowly declining over the next ten years

x. Community Read - Ideas for 16-17 for future Site-based discussion

- anxiety
- self-help for teens
- Department meetings to discuss ideas

xi. School Science Fair sponsored by Maverick Science & Engineering Fair Team

- April 8
- staff will be judges during their planning periods
- science fair will be open to all grade levels