

School Improvement Team - Meeting Minutes

New Town Elementary School

October 20, 2014

Persons present:

Melanie Honeycutt - Special Area Representative
Justine Rossi - EC Representative
Bridget Tebou - Kindergarten Representative
Cheryl Bowman - First Grade Representative
Amy Erb - Second Grade Representative, Chair
Kelly Johnson - Third Grade Representative
Emily Newsom - Fourth Grade Representative

Jennifer Palin - TA Representative
Connie Costain - Fifth Grade Representative
Angie Potter - Parent Representative
Lori Fishman - Parent Representative
Catherine Perry - Principal
Randal Watts - Assistant Principal

Persons absent:

none

- I. Call to Order at 2:32 p.m.
- II. Desired outcomes for the meeting were reviewed, per the agenda provided.
- III. Community Service Projects: The team listened to presentations from the following individuals, before selecting the 2 school-wide service projects for the school year.
 - A. Terri Onley - Mad Hatter Hat Drive - collect winter hats to benefit Levine Children's Hospital cancer patients; could involve Girls on the Run, Student Council, or other student groups at NTES
 - B. Heather Maani - St. Jude Children's Hospital - reading program where students set goals for reading within a week, get sponsors for their achieving their goal, and then read during the specified time period. May also include letter writing to patients of St. Jude.
 - C. Melanie Honeycutt - Jump Rope for Heart - program by the American Heart Association in which students learn about a healthy lifestyle and jumprope activities, possible fundraiser opportunity for AHA.
 - D. Team voted to participate in the Mad Hatter Hat Drive (November) and the St. Jude Children's Hospital reading program (March).
- IV. School Size Project
 - A. Mrs. Perry referred to the literature available for school size and explained to the team that Dr. Ellis requested that we discuss the provided research and submit our idea of an acceptable number of students at each school level (elem, middle, high).

B. After discussion of the provided literature and relevant factors (ex.lack of support staff, scheduling conflicts, class size, SES at different schools, sense of community), the team recommended the following:

1. Elementary - 800 students
2. Middle - 1600 students
3. High - 2500 students

V. Principal's Report

A. Mrs. Perry confirmed that NTES is **not** capped at this time.

1. After discussion at the October UC BOE meeting, it was decided by the board to revisit the topic at the November board meeting on 11/6/14.
2. Mrs. Perry requested that if asked if NTES is capped, we send the clear message that NTES is **not** capped at this time and we are currently accepting students.
3. It was noted that NTES has a larger population due to special transfers and grandfathered students. This includes siblings of self-contained EC students, cluster special transfers (teachers within the cluster), and other transfers as approved by the BOE.

VI. Approval of September Minutes

A. Motion made to approve 9/30/14 minutes, all approved.

VII. Meeting Adjourned at 3:39 pm.

Minutes submitted by Emily Newsom, Fourth Grade Representative