

**MARVIN RIDGE HIGH SCHOOL
SITE BASED MANAGEMENT TEAM
Minutes of March 25, 2015 Meeting**

In Attendance: Ms. Cook, Ms. Justice, Mr. Lasher, Mr. Thomson, Ms. Brosse, Ms. Every, Ms. Heartley, Mr. Jones, Ms. Shrader, Ms. Tran, Mr. Wilson, Ms. Yochem, Ms. Jeniski, Ms. Lang-Ramirez, Ms. Mueller, Ms. Rouse

In Absentia: Mr. Camara, Ms. Ennis, Mr. Sims, Ms. Steere, Ms. Liccione, Ms. Shelton

	Agenda Item	Issue	Discussion	Resolution	Person Responsible
1.	Review of February minutes	Proof and approve last month's minutes	None	Minutes approved	Site-Based Team
2.	Summary of Legislative Visit and Legislative Priorities	Representative Craig Horn and House Speaker Tim Moore visited MRHS on March 23	<ul style="list-style-type: none"> - Legislators asked to meet with a group of MRHS teachers to hear concerns and to visit 3 MRHS classrooms - Discussion centered on teacher pay and state assessment testing - too much? - UCPS Board member shared the district's top priorities with the legislators 	Legislators welcome input and concerns from educators at any time	N/A
3.	Budget Allocations	Instructional needs requests from local instructional budget and PTSO allocations are due	<ul style="list-style-type: none"> - Budget needs submitted by department chairs - Ms. Mueller is our parent representative to the District budget meeting - High school principals requests: <ul style="list-style-type: none"> • smaller class size • increased teacher pay - Staff development will include AP training this summer 	Any additional needs should be directed to Ms. Cook immediately	Ms. Cook Department Chairs

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4.	Registration Updates	Where are with course registration for next year?	<ul style="list-style-type: none"> - Grades 9 - 11 well underway - Grade 8 student meetings with high school guidance counselors occurred today - Grade 8 parent meeting with high school department representatives will occur this evening 	Request that IB Pre-requisite document be shared with MRHS teachers	Guidance Team
5.	Benchmark and Common Assessment Data Analysis	Departments are in the process of administering benchmarks or common assessments	<ul style="list-style-type: none"> - No technical glitches thus far! - Benchmarks should not be counted as a major grade - May use the square root curve when scoring benchmarks 	All course-alike teachers should complete the data analysis document provided by Mr. Lasher	MRHS Faculty Mr. Lasher
6.	Focused Tutoring	Focused tutoring in preparation for end of year assessments	<ul style="list-style-type: none"> - Very focused and directed tutoring will begin after Spring Break for EOC, AP, and IB students - Funding available for teachers conducting this tutoring 	Tutoring schedule created by EOC, AP, and IB teachers and assisted by department members	MRHS Faculty
7.	Personal Education Plans	Review purpose and expectations of PEPs	<ul style="list-style-type: none"> - Written for every student earning a 76 or below - Due April 17 	Questions should be directed to Ms. Justice	MRHS Faculty Ms. Justice
8.	Grading Period Reminders	Quick rundown of crucial dates for the 2 nd marking period	<ul style="list-style-type: none"> - Mon, 3/20: midpoint of term - Wed, 4/1: progress reports sent home - Tue, 4/28: end of term - Wed, 5/6: report cards distributed 	Include on next month's agenda, "Can teachers use Power School as the tool for parents to stay informed of grades rather than a paper progress report?" Also, are paper progress reports required by the District?	Ms. Cook

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9.	NC Talk It Out	Underage Drinking Initiative from Governor McCrory's office - presentation to the Student Body including a mother and her son who was a survivor of a drinking and driving tragedy	<ul style="list-style-type: none"> - When to hold the assembly on April 1st with many final assignments scheduled just before Spring Break? - What classes or wings to combine in the auditorium due to limited seating in the auditorium? - What blocks to schedule the 45 min assembly in? 	<ul style="list-style-type: none"> - Assembly will be 1st and 2nd blocks by wings. - 1st block will be shorter on April 1st but longer on April 2nd and 2nd block will be longer on April 1st but shorter on April 2nd - All classes will meet each day for an equal amount of cumulative time over April 1st and 2nd. 	Admin
10.	Bars and Letters Recognition	Reminder of academic recognition program	<ul style="list-style-type: none"> - Certificate and biscuit for students earning a 93% average and no grade lower than 88% for the fall semester - April 2nd from 8:15 - 8:45 am 	N/A	Admin
11.	Bullying/Cyber-bullying/Teen Suicide Initiative	A concern throughout the District as UCPS has had high school students commit suicide this school year. As a school system, UCPS continues to address these issues with administrators, faculty, and students in light of these tragedies.	<ul style="list-style-type: none"> - For our MRHS summer read title, a book addressing/ involving one or more of these topics - Consider a move back to a single title rather than multiple ones (with an alternative read for parents who may object to the chosen title) - Provide a link, possibly on the Guidance webpage, that allows parents and students to report bullying vs. current paper method 	<p>Department chairs will solicit titles from department members</p> <p>Department chairs will request members with an interest in being a part of the summer read committee contact Ms. Heartley, Ms. Arant, or Ms. Justice</p>	Ms. Heartley Ms. Justice

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12.	Open Forum	Ms. Rouse: ABC Student Recognition College 411	<ul style="list-style-type: none"> - Names of students from each teacher/each course should have been submitted to Ms. Rouse for the spring recognition ceremony - College 411 is April 16th from 6:00 - 8:30 with 48 confirmed colleges/universities attending 	Questions regarding either - contact Ms. Rouse	Ms. Rouse
13.	Open Forum	Ms. Yochem	<ul style="list-style-type: none"> - Global Scholars recognition - Would like to see UCPS "toot the horn of MRHS" more. Let's try to make that happen! - Sixty eight candidates accepted into the IB Diploma Programme. They have until March 31st to accept. 	N/A	Ms. Yochem
14.	Mtg adjourned	Next mtg: April 29, 2015 @ 3:15 in MRHS Media Center	N/A	N/A	N/A