

Luther Burbank Middle School Council

Minutes

October 21, 2019

Time	Topic	Owner(s)	Process	Expected Outcomes
3:00	Public Comment	TBD	Information sharing	
3:05	Approve Minutes	Judy Ursuliak	Information sharing	Minutes will be read and approved.
3:10	Welcome	Laura Friend	Information sharing and discussion	Welcome to committee and review of norms
3:15	Principal's Update	Laura Friend	Information sharing and discussion	Update on start of school, MCAS, and upcoming events
3:30	Committee Membership	Laura Friend Council Members	Information sharing, discussion, decision-making	Review of state regulations on council membership Identification of co-chair Decision made regarding student membership
3:40	School Council Agenda Setting, 2019-2020	Laura Friend Council Members	Discussion Decision-making	Generation of agenda topics to be addressed and discussed by the council during the year. Council meeting dates to be finalized.
4:00	Other			

School Council Norms:

Give honest/authentic feedback; contribute always
 Parent feedback/input is treated equally and needed
 All voices are encouraged, valued and respected
 Keep time in mind/remain goal oriented
 Be open to new ideas
 Be courageous

Notes:

Attendance: Lisa Sama, Laura Friend, Sharon Poch, Bridgette Riggin, Maureen Principe, Melissa Carlson, Steve Grant, Melanie Thulin Absent: Quintin Burks

New Members: Maureen Principe, Melissa Carlson, Lisa Sama, Melanie Thulin

Minutes: Approved

Norms: will remain as is, always open to add/change

Principal's Update:

- Smooth start to the school year
- School of Recognition status
 - in three areas achievement, student growth, and exceeding targets
 - Only middle school in the state to achieve this status
- Evacuation drill/ Fire drill – completed, ALiCE drill will be coming soon
- DC Trip
 - Fundraising about to begin
 - Looking for new ways to add to our funds for students requesting financial aid (requests need to be made to Laura Friend by mid-December)
- Advisory Kick off
 - Started earlier this year due to staff request
- Budget season, FY21 budget must be submitted to central office by November 1, 2019
- ASAS to start Oct 28
 - Supported by Title I funds
 - Still looking for Title I math specialist
- Parent/Teacher Book Study (facilitated by Laura Pagington and Molly Sorrows)
 - “Middle School Matters” book
 - 3 meeting dates (informal)
- Clubs and teams underway
 - 16+ after school activities for students to participate in
 - New this year: You be the Chemist, Wind Ensemble, Dance Club
- Open House successful – new format for 8th grade

- Pictures – retake day coming up November 20
- District Digital Information night (small turn out, mostly 6th grade families)

Committee Membership:

- Sharon Poch volunteered to be our co-chair
- Possible student representative, liaison from Student Council or Project 351 Representative
 - Laura will reach out to Jen Campbell (Student Council Advisor)

School Council Agenda Setting, 2019-2020:

- Meeting Dates (3rd Thursday of Month, changes if necessary)
 - 11/21
 - 12/19
 - 1/23 – change due to Parent/Teacher Book Study
 - 2/13 – change due to vacation week
 - 3/19
 - 4/16
 - 5/21
- SIP helps drive agenda items
 - Important to help steward the SIP
 - Peer Mentoring has started (Claire Brunelle and Amy Mahar)
 - Use parent/student data to analyze and inform homework protocols
- November/December meeting – go through the SIP and create action plans
- Bring survey results (Summary of data – parents, students and staff) to help determine priority areas to address
 - Survey result packets ahead of next meeting to be able to discuss – Judy will have packets to council members by November 7th