

**School Governance Team  
Minutes/End-of-Year Report Template**

<b>School:</b> MCAA	<b>Year:</b> 2015-2016
<b>Member Name</b>	<b>Affiliation</b>
Jennifer Hernandez	Principal
Rob Pinto	Teacher (elected)
Amy Crandall	Teacher (elected)
Amanda Schoeniger	Certified Staff (appointed)
Neha Bhatt	Parent/Guardian (elected)
John Pierson	Parent/Guardian (elected)
	Community Member (appointed)
	Parent/Guardian (elected)

**MEETING MINUTES**

Date: August	Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Members Present: Hernandez      Pinto	Dillon      Schoeniger      Rios      Pierson

Agenda Items:

Actions:

Comments:

Recommendation to BOE:

Date: September 15, 2015	Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Members Present: Hernandez      Pinto      Crandall	Schoeniger      Bhatt      Madrerdhon      Pierson

Agenda Items: Meeting commenced with a determination that a quorum was present. The following numbered items were agenda topics: (1) Community member representative position; (2) Compliance Director modules; (3) The uniform policy and infractions; (4) The School Improvement Plan; (5) Items noted to the October meeting; (6) Meeting adjournment.

Actions: (1) Hernandez discussed options related the Community member representative position(now possibly unfilled as KSU professor D. Guhr has asked for a replacement. (2) SGT members were reminded to complete the Compliance Director modules. (3) The uniform policy and infractions/ penalties were discussed. Hernandez noted infractions had increased relative to previous years. Options were discussed to remind students and parents. (4) The School Improvement Plan was reviewed and discussed. Schoeniger provided a succinct summary of actions, strategies and interventions as well as evidence. Plans for evaluating evidence and formulating interventions were highlighted given the delays in receiving Milestone results. (5) Items noted to the October meeting were highlighted in anticipation of future discussion: school improvement feedback and climate surveys results were provided and SGT members were asked to think about suggested related goals for the Principal. The meeting was adjourned at 8:30AM.

Comments:

Recommendation to BOE:

Date: October 13, 2015	Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Members Present: A. Crandall	J. Pierson R. Pinto A. Schroeniger

Agenda Items: (1) New SGT Member - Community Representative; (2) Uniform policy infractions - review and approve; (3) School improvement plan (SIP) - review and approve; (4) Climate survey results - Principal goals; (5) Charter Funds; (6)Novelis Grant; (7) MakerSpace Ribbon Cutting

Actions: The SGT discussed the updated uniform policy infractions and approved it 4-0-3 (3 members not in attendance). The draft SIP was reviewed and approved with comments. The SGT recommended that the Principal continue her focus on Parental Involvement Goal #21 (How to Reach).

Comments: A. Schoeniger opened the meeting. She noted that Dr. Hernandez and A. Schoeniger were meeting with Dr. Bullard at KSU to identify a community representative. The SGT discussed the updated uniform policy infractions; belts have been purchased and are provided to students who arrive without belts. A. Crandall will have students highlight uniform policy tenets during the morning video announcements. The SIP was discussed. Languaged was adjusted regarding the stated goals (changing commendable to distinguished). The SGT discussed responses to interventions based on Milestones and MAP results and how the timing of these results affect the SIP RTI. J. Pierson recommended that ELA and Social Study point banks be included and the other members agreed. The SGT discussed the Climate Survey and agreed that that the Principal continue her focus on Parental Involvement Goal #21 (How to Reach). Members noted that efforts should focus on assisting parents by continually improving feedback on opportunities and achievement of the agreed upon

20 volunteer hours. J. Pierson noted that greater parental support of point bank activities as well as AR points demonstrated additional parental commitment to MCAA's goals; achieving point bank and AR goals beyond the minimum levels may be another way to get greater parental involvement. A. Schroeniger noted that Charter Funds (\$18,000) were pending approval in November, and that Novelis was provided an \$8,000 grant for the STEAM Store. She also noted that the MakerSpace Ribbon Cutting was planned for the morning of October 26<sup>th</sup>. Parent B. Madrerdhon attended as a "Principal for a Day."

Recommendation to BOE:

Date: November 10, 2015	Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Members Present: A. Crandall      R. Pinto      A. Schoeniger      J. Pierson	

Agenda Items: (1) Climate Survey Results - Principal Goals; (2) Charter Funds Approval; (3) Calendar Options / Voting.

Actions: Corrected September 2015 minutes to reflect that Parent B. Madrerdhon was attending as 'Principal for a Day' and not as a Parent member. Approved recommended Principal goals addressing climate survey results. Concurred with designations for Charter Funds. Voted on calendar option.

Comments: Two separate Principal goals were recommendations and approved [4-0 with Hernandez and Bhatt absent. Goal 1 addressed Question 21 (parental involvement) and strategies included having an SGT parent speak at the PTSA meetings and sharing of SGT information with parents via periodic informational flyers. Goal 2 addressed parental volunteering with strategies including better use of social media as well as partnering with PTSA to spearhead volunteer projects. Items designated for charter funds were shared and discussed. The SGT concurred [4-0 with Hernandez and Bhatt absent]. Calendar options were noted for the next two calendar years (2016-2017 and 2017-2018). After discussion the SGT recommended Calendar Option A for 2016-2017 and B for 2017-2018. The meeting was then adjourned.

Recommendation to BOE: SGT recommended Calendar Option A for 2016-2017 and B for 2017-2018.

Date: December 18, 2015	Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Members Present: A. Crandall      R. Pinto      Bhatt      J. Pierson      J. Hernandez A. Schoeniger	

Agenda Items: (1) Calendar options; (2) Update on charter Funding; (3) STEM Certification Application.

Actions: The SGT voted 5-0-0 to approve the Calendar D option. The SGT provided input into the draft STEM Recertification application.

Comments: The SGT discussed the new calendar D option. Based on staff preference the SGT voted 5-0-0 to recommend Calendar D. A Schoeniger provided an update regarding Charter Funding spending; vendors are being solicited and finalizing submissions is underway. The STEM Recertification application is being completed. The SGT discussed the current draft and provided ideas to add. The SGT plans to review the updated draft after the holiday break.

Recommendation to BOE: Recommend Calendar D.

Date: January 12, 2016	Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Members Present: A. Crandall R. Pinto J. Pierson J. Hernandez A. Schoeniger	

Agenda Items: Discuss STEM Recertification draft.

Actions: The SGT discussed the current STEM Recertification draft.

Comments: MILE teachers E. Reisenhauer and S. Throop attended the meeting and assisted with providing input. Discussions included a recap of the STEM Certification visit as well as strategies for conducting a successful STEM Recertification on-site visit. The draft is to be completed by the next SGT and then approved.

Recommendation to BOE:

Date: February 9, 2016	Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Members Present: A. Crandall R. Pinto J. Pierson J. Hernandez A. Schoeniger N. Bhatt S. Throop E. Reisenhauer	

Agenda Items: (1) Review and vote on STEM Certification visit topics; (2) Status change for Partner-in Education representative and re-election of parent members.

Actions: The Draft STEM Recertification document was approved unanimously. The SGT discusses changing member J. Pierson to business representative (ASCE liasion) and holding elections during the parent-teacher conference week. SGT voted unanimously to approve the motion.

Comments: The SGT voted unanimously to change member J. Pierson to business representative (ASCE liasion) and hold elections during the parent-teacher conference week for parent representatives. The STEM Certification package was discussed as well as specifics regarding the visit.

Recommendation to BOE:

Date: March 8, 2016	Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Members Present: J. Hernandez R. Pinto E. Reisenhauer S. Throop A. Schoeniger J. Pierson A. Crandall	

Agenda Items: (1) Approval of parent representatives; (2) Update on STEM Recertification visit on AP 14, 2016; (3) STEM Fair versus Engineering; (4) Microsoft partnership; (5) Other items.

Actions: Parents B. Harrison, D. Young, and S. Buckalew were voted 6-0-1 as parent members to the SGT (N. Bhatt absent). The SGT approved a change to an Engineering Fair from STEM Fair to better facilitate the engineering design process.

Comments: The SGT discussed the need for a proper balance of parents on the SGT. Based on elections conducted during the parent-teacher conference week, three parents were presented. An Engineering Fair concept was presented by MILE teachers Reisenhauer and Throop. The focus will be on real-world problems selected by the students, with winners selected via a 'Shark-Tank' presentation. All were viewed favorably by the SGT. In other items, final updated posters for replacing the existing Design Loop were reviewed.

Recommendation to BOE:

Date: April	Quorum: <input type="checkbox"/> Yes <input type="checkbox"/> No
Members Present:	

Agenda Items:

Actions:

Comments:

Recommendation to BOE:

Date: May	Quorum: <input type="checkbox"/> Yes <input type="checkbox"/> No
Members Present:	

Agenda Items:

Actions:

Comments:

Recommendation to BOE: .

Date: June	Quorum: <input type="checkbox"/> Yes <input type="checkbox"/> No
Members Present:	

Agenda Items:

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Actions:

Comments:

Recommendation to BOE:

### End-of-Year Narrative Summary

