

Sutton Middle School
Date: February 7th, 2023

Time: 5:30 pm

Location: Sutton Middle Northside Campus Media Center/Virtual

- I. Call to order: 5:42pm
- II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Dominique Merriweather	Present
Parent/Guardian	Melissa Hanlon	Present
Parent/Guardian	Tania Wismer	Not Present
Parent/Guardian	Shauna Achey	Present
Instructional Staff	De'Markius Lamar	Not Present
Instructional Staff	Antoine Edwards	Present
Instructional Staff	Shelly Riddle	Present
Community Member	John Olsen	Present
Community Member	Ana Bernardino-Flores	Present
Swing Seat	Colette Minnifield	Present
Student (High Schools)		

Quorum Established: [Yes-6 voting]

III. Action Items

- a. **Approval of Agenda:** Motion made by: [Edwards]; Seconded by: [Riddle]
 Members Approving: All present
 Members Opposing:
 Members Abstaining:
Motion [Passes]
- b. **Approval of Previous Minutes: January 24, 2023** List amendments to the minutes:
 Motion made by: [Minnifield]; Seconded by: [Edwards]
 Members Approving: All present
 Members Opposing:
 Members Abstaining:
Motion [Passes]

IV. Discussion Items

- a. **Discussion Item 1: Budget Planning – Plan Allocations, Strategic Plan Alignment, Discussion**

- i. Go Team initial budgeting session
- ii. Review strategic priorities already ranked top 3
 1. Using social emotional learning to support all students
 2. Targeting instruction, remediation and intervention for historically underperforming student sub-groups
 3. Equipping teachers with appropriate resources needed to support quality instruction and appropriate technology utilization
- iii. Budget summary
 1. \$15.9M
 2. Student population projection of 1,544 (inc of 64 students)
 3. School Allocation includes: poverty, special ed, gifted, gifted supplement, ESOL
 4. About the same allocation as LY (with funding for additional students)
 5. Final year of COVID (“CARES”) funding
- iv. Budget draft approval – agreed to review in this session
- v. Priorities
 1. Targeting instruction, remediation and intervention for historically underperforming student sub-groups
 - a. Two instructional coaches – 1 focused on English, 1 focused on math
 - b. Three REP math instructors – foundational skills (1 per grade level, teaching during regular schedule)
 - c. ESOL teacher – DLI expanding into 8th grade and a need for science spanish (increasing ESOL student numbers)
 - d. Using CARES funding – 2 REP Math/ELA teachers (will be a connections class for targeted students based in part on MAP scores)
 - e. Will be removing WIN block and add that time back to core classes (10 minutes added back per class)
 2. Equipping teachers with appropriate resources needed to support quality instruction and appropriate technology utilization
 - a. One SST intervention specialist – examines school data, targeted support and develop support plan
 3. Using social emotional learning to support all students
 - a. Using CARES funding – Continue behavioral specialist using CARES funding
- vi. Leveling reserve - \$189K
 1. Bank this funding for need later in the year
- vii. 79% of budget is instruction, next highest is school administration

- viii. Reviewed a team whether budget allocations align with school's chosen strategic priorities and district/cluster – agreed they do

V. Information Items

a. **Principal's Report**

- i. Dress code update – teacher training will occur, Friday, 2/10 – student-friendly dress code presentation; on schedule to release dress code Feb 13th
- ii. 8th grade – algebra 1 and physical science course

VI. Announcements Next meeting March 7, 2023 (in person and virtual)

- a. Budget approval meeting – will vote on the budget; budgets approved by March 17; we will receive feedback from principal's meeting from Dr. Merriweather before the vote
- b. All need to do budget training through ELiS to vote

VII. Public Comment No public comment scheduled for this meeting

VIII. Adjournment

Motion made by: [Hanlon]; Seconded by: [Edwards]

Members Approving: All present

Members Opposing:

Members Abstaining:

Motion [Passes]

ADJOURNED AT 6:55pm

Minutes Taken By: Melissa Hanlon

Position: Secretary

Date Approved: 3.7.2023