

Meeting Minutes

Sutton Middle School

Date: **Monday, February 25, 2019**

Time: **5:30pm**

Location: **Conference Room, Sutton Northside Campus**

I. Call to order: **5:35 pm**

II. Roll Call: Quorum Established

Role	Name (or Vacant)	Present or Absent
Principal	Gail Johnson	P
Parent/Guardian	Brian Hankin	A
Parent/Guardian	Hannah Morris	P
Parent/Guardian	Katherine McClure	P
Instructional Staff	Kelly Conner	P
Instructional Staff	Amanda Fielder	P
Instructional Staff	Krystye Tatum	P
Community Member	Loren Eckart	P
Community Member	Kevin Wade	P
Swing Seat	Josh Sturtevant	P
Student (High Schools)		

III. Guests Present for Public Comment:

Prissy Stewart: media specialist at Sarah Smith and E. Rivers parent/prospective parent

Patty George: media specialist at Sutton Middle School

Both here to speak up against the proposal to replace the Certified Media Specialist position with a certified paraprofessional.

Referencing *Ideal Libraries: A Guide to Schools*, IBO, May 2018 - Patty pointed out the sorting and analyzing skills taught by the media specialist and reminded us they are the key to the inquiry process. They have co-taught the following with ELA teachers: website evaluation, virtual libraries, copyright, image rights, paraphrasing vs plagiarism, digital footprint and more. Media programs like Race2Read and book fairs are also sponsored through the media specialist.

Patty also pointed out the collaborative teaching mentioned above went away when the Connections class, IB Design, was added to her duties. IB Design is being incorporated into Science class to meet IB requirements, with Science teachers are trained before 2019-20 school year. The lack of flexibility for teachers also changed her role as lesson progression leaves out pleasure reading. There is a lack of reading in middle school due to changes. In addition, Media Center orientation was only attended by classes of 3 of the 4 ELA teachers in 6th grade.

IV. Action Items

- a. **Approval of Agenda:** Motion made by: [Katherine McClure](#); Seconded by: [Josh Sturtevant](#)

Members Approving: all

Members Opposing: none

Members Abstaining: none

Motion Passes

- b. **Approval of Previous Minutes:** January 28, 2019 & February 13, 2019 minutes

January minutes approved, February minutes tabled until completed & corrected.

Motion made by: [Josh Sturtevant](#); Seconded by: [Kevin Wade](#)

Members Approving: all

Members Opposing: none

Members Abstaining: none

Motion Passes

V. Discussion Items

a. FY20 Budget

1. Review projected, average class size 2019-20 in each grade:

6th – 585 students, 18 core teachers, 5 language teachers, 1 reading teacher for 22 students, 1 ESOL teacher for 12 students, 3 Special Education small group teachers for 45 students. Average class size with core and language classes = 22 students

7th – 544 students, 18 core teachers, 3 language teachers, 1 reading for 22 students, 1 ESOL for 12 students, 2 Special Education small group teachers for 30 students. Average class size with core and language classes = 21 students

8th – 516 students, 18 core & 2.5 language (split 7/8th), 1 reading, 1 ESOL, 1 special education small group for 15 students. Average class size with core and language classes = 23 students

Adding Master Teachers would increase all average class sizes by 1 student. Details on Master Teacher proposal below.

2. Master Teachers

Currently Sutton uses Instructional Teachers who are hired to work with ELA and Math teachers to help with content understanding. The FY20 proposal would replace Instructional Teachers with Master Teachers who would coach teachers in strategies across all classes. The

Master Teachers would be teachers already on staff at Sutton, then released from one period per day to work as Master Teachers. They would do this job in addition to teaching. Support would be provided to more teachers this way. This system already exists with the Gifted Specialist, Athletic Director and several other positions that release a teacher from 1-2 class periods per day. Stipends are provided to pay these teachers for their additional work, and they are chosen based on qualifications.

3. Discuss points made by Media Specialists

Parent and Teacher representatives are split on whether or not a need remains for a Media Specialist versus and Media Paraprofessional. Both are certified positions, but education and requirements for Specialists are much higher, as is their pay. The culture of Sutton does not allow connectivity between classes and the media center, which, for better or worse, is a nationwide trend. Things that have changed the use of the media center and need for a specialist include student self-check out, Google Docs, and laptops provided to every student. In the same way school libraries became media centers with the introduction of computer usage and the internet, media centers are now moving towards being Learning Centers since technology is available in all classrooms.

The skill sets of the Media Specialists are now required by the teachers (research, digital citizenship, paraphrasing, etc), in order to meet IB standards. Josh Sturtevant will read and research the IB publication, *IB Libraries*, to make sure going to a paraprofessional covers IB needs and report back prior to the budget vote.

Principal Johnson feels the low usage of the media center doesn't support the position of Media Specialist. It is available for teacher and student use, but they are not using it. The GO Team wants to encourage the teachers and staff to make the students more aware of the availability of the media center to them before and after school and during lunch. Most GO Team parents want to see their children read more and feel like it is a weakness in the Sutton education with no incentive to read. The teachers disagree and say reading is done in all subjects now, so reading books is not as important.

4. Business Manager

The new position of Business Manager for 2019-20 was clarified. Principal Johnson explained that her job currently consists of being in charge of finances, instruction, human resources, transportation, cleaning crew, textbook decisions, and more. The Business Manager position exists in most other schools, yet Principal Johnson does not even have a Secretary anymore due to cutting 3 administration positions last year to save money. Bringing in a Business Manager will allow her to focus on Instructional needs to a much greater degree, while the parts of her job that distract from a principal's strengths will be delegated to the Business Manager.

Meeting Minutes

The majority of the FY20 budget goes towards hiring additional teachers in order to bring class size down.

b. Reschedule March meeting for FY20 Budget Vote

An 8:15 am meeting 3/14/2019 was added to the schedule for a GO Team budget vote.

VI. Information Items

- a. Principal's Report** Thank you PTA for the Communication Pathway Class we will now have thanks to the fully stocked studio now at Sutton! Teleprompters, TV cameras, soundboard... All of this will be used for a Morning News & Weather Show that will be available every school day via YouTube. Stay tuned!

VII. Announcements

- a. Reminder for non-APS members to reset APS email password

III. Adjournment

Motion made by: [Josh Stertavant](#); Seconded by: [Kelley Conner](#)

Members Approving: all

Members Opposing: none

Members Abstaining: none

Members Abstaining: none

Motion Passes

ADJOURNED AT 7:12 pm

Minutes Taken By: [Katherine McClure](#)

Position: [Secretary](#)

Date Approved: