

Meeting Minutes

Sutton Middle School
Date: February 13, 2019

Time: 4:00pm

Location: Conference Room, Sutton Northside Campus

I. Call to order: 4:00 pm

II. Roll Call:

Role	Name (or Vacant)	Present or Absent
Principal	Gail Johnson	P
Parent/Guardian	Brian Hankin	P
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)		

Quorum Established: yes

III. Approval of Agenda: Motion made by: **Kelly Conner**; Seconded by: **Josh Sturtevant**

Members Approving: all

Members Opposing: none

Members Abstaining: none

Motion Passes

IV. This meeting added to discuss budget before next meeting.

A. Strategic Plan Gail gave a summary of the plan then metrics were reviewed. Performance is aligned with SWD & Hispanic Students. Strategies are not aligned with progress. Plan was written to address achievement, not progress.

IB Training goal is 80% of teachers for 2019.

Roll out of student computers Rising 6th graders will get laptops in 2019-20 school year.

School Lunch Contract Aramark contract recently signed with APS to supply food. Sutton cannot afford to make alternative decision alone- not

enough students with Free/Reduced lunch. Possibility of working with Cafeteria Manager to make better choices within the Aramark plan.

Motion to approve Strategic Plan

B. Budget Discussion

Gail discussed right size teaching allotment, Saturday School, Class average of 30 students per teacher this year due to school population. Next year the average will decrease.

Signature funds received for IB coordinator, training, materials, etc.

Receive additional money for gifted, special education and ESOL teachers.

District funded stipends for number of department chairs.

Sutton got an extra \$810,685 as a result of Strategic Student Funding (currently have 1664 students where budget was based on 1550 prediction). Kept large class size rather than hiring in October when pool of applicants isn't as impressive. There was also \$194,000 in holdback money this year- if we don't hit our anticipated population, we lose the money instead of teachers; we get additional money if we exceed it.

Gail anticipates needing 25 new staff members:

Master Teachers: Teachers who provide professional development to other teachers. They help with strategies rather than content. Shifting the model, not the personnel- move to strategy vs. subject area content support. Teachers selected would apply for these jobs. Gail has budgeted 5 blocks for Master Teachers. In addition to their support role, Master teachers still must teach a minimum of 3 classes.

Library Parapro Shift: Determined that a full-time librarian is no longer needed due to the significantly reduced use of the library. Two media paraprofessionals will cost \$83,836 as opposed to two Media Specialists cost \$214,000. Paraprofessionals can fulfill media center needs and will not teach any regular classes.

School Business Manager: Similar to a CFO role. This person will take some of the operational work off of Gail's plate and free up more of her time to deal with content issues.

IB design will go through science next year No more journalism (not losing a teacher, but shifting to an IB authorized class) ADD: teacher stipend of approximately \$1000-\$1200 to be distributed in Dec and May contingent upon completion on specific professional development and IB MYP compliance.

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Gail requests all feedback on above be sent to her before 2/25/19 meeting. She will present updated budget at that meeting.

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 [5:40 pm](#)

Minutes Taken By: [Hannah Morris](#) and [Kelly Conner](#)

REVISED to combine notes of Hannah Morris and Kelly Conner.