

James Clark School Improvement Council  
Meeting Minutes  
September 8, 2011

Shelley Russell , Principal of James Clark Elementary School, called the meeting to order. Present at the meeting were: Karen Stanton and Donna Carter (teacher representatives); Karen Carrier, Teresa Smith (parent representatives); and Shelley Russell (principal).

Minutes from the dinner meeting on June 16, 2011 will be reviewed at the next meeting on October 13, 2011.

**Under Old Business**

The 2011-2012 School Improvement Council Members are as follows:

Shelley Russell - Principal

Donna Carter – Teacher

Karen Stanton – Teacher

Karen Carrier – Parent

Laura Fallon – Parent

Anna Johnson – Parent

Teresa Smith – Parent / Recording Secretary

Community Representative – OPEN (Laura Lapierre and Kerry Conway have resigned as community representatives).

The Council reviewed the School Improvement Council survey that will be handed out to parents on Back to School Night, September 22, 2011. Donna Carter and Karen Stanton will review and compile the responses. It was determined that we will not include a question about the awareness of the School Improvement Council in the survey. Instead, we will provide a summary of the Council's functions and meeting details in the Clark Connection. A question asking if there are any safety concerns at Clark School will be added to the survey. The concerns will be discussed at future meetings and it will be determined if a separate sub-committee needs to be formed.

Karen Stanton will check with the PTO Treasurer, Maria Dilullo, to determine the remaining funds in the School Improvement Council and our budget for the 2011-2012 school year. The balance will be tracked via the monthly minutes going forward.

The remaining School Store supplies were sent to Mr. Peter Donah to be utilized for PBIS.

The new School Improvement Council plan for 2011-2012 was handed out and reviewed. Teresa Smith will update the documents to account for the changes and send them to the Council upon completion.

## **Under New Business**

The first task the Council will focus on will be developing MCAS student challenges. Karen Stanton and Donna Carter will be implementing Math and Writing challenges for every grade level. The students will receive keys for participating.

Karen Stanton is applying for a grant for a multi-cultural author to come to James Clark School during Read Aloud Week.

Culture Night has tentatively been scheduled for Wednesday, April 11, 2011. Teresa Smith will check to determine when First Communion practices are to be held at the local churches to avoid conflicts.

School Improvement Council will host 2 Math game nights this academic year. The plan is to hold one in November and the second in March.

The preliminary MCAS scores will be shared with the Council at the next meeting. The Council will brainstorm activities to sponsor that will aid in raising MCAS scores for the upcoming year.

Our next School Improvement Council meeting will be held on Thursday, October 13, 2011 from 4:30pm – 5:30 pm in Mrs. Russell's office.

Respectfully submitted,

Teresa Smith, Recording Secretary