

**Fifth District Elementary
SIT Meeting Minutes
3/10/08**

In attendance: Chuck Brent, Lisa DiNenna, Jenn Bortner, Mark DiPaula, Byrdie Ricketts, Paul Balsamo, Carole Quental, Tawny Oram, Dawn Elliott

STAFFING for 2008-2009 SCHOOL YEAR

Mrs. Quental reported on staffing for the 08-09 school year. We are staffed for 280 students with 29.7 total positions. Most positions will remain the same as this year. However, we will no longer be given funding for the extra assistant in Kindergarten. It will go back to only 1 kindergarten assistant to be shared between both classes. This is what is done throughout the county. There is one kindergarten assistant no matter how many kindergarten classes there are. Last year, we were given the extra assistant due to the large size of our classes. So far, there are only 29 Kindergartners signed up for next school year. However, Mrs. Quental assured the SIT that our two positions would remain in place. After staffing for all grade levels, special subject areas and IA's there are 1.3 positions left. Mrs. Quental is planning on having a teacher working .8 to give reading and math assistance to the first grade classes, which will make for two homerooms but three math and reading groups. She is looking to hire a .5 person who will teach 5 mornings in 4th and 5th grade Math. One of our resource teachers will configure with the fourth and fifth grade teams to provide 5 reading groups across both grade levels, which is what is being done this year.

Mrs. Quental announced that Walt Bolander has joined our staff as the permanent Building Operations Supervisor. Walt brings many talents with him and is a great addition to the staff. Mark Russell was promoted earlier to Loch Raven Academy.

PARENT CONCERNS

There was a request for a new copier in the resource room for volunteer use.

Mrs. Quental noted she is aware of the need for another copier and is trying to come up with solutions. She was just notified by BCPS that both copiers currently in the building have gone above one million copies; therefore the county won't pay for their maintenance after July 1, 2008. Mrs. Quental is looking into the cost of a maintenance contract. There was a discussion about putting a copier on the "wish list" as a gift from the PTA after this year's May Day. If the PTA is able to do this next year, the county will pick up that maintenance agreement. Kathy Rus is looking into the possibility of a donated copier, which is used.

There was a request for more midterm reports for students.

The teachers on the team addressed this issue. They stated that interims are sent home for students who are dropping a letter grade or whose effort grade is dropping. There should be no surprises. If there is a “4” parents will definitely be contacted! If any parents would like more frequent communication, they are encouraged to contact their child’s teacher to set that up. Parents are also encouraged to be sure they have at least one face-to-face conference with their child’s teachers so they can discuss what their expectations are for their child, as well as giving teachers the opportunity to explain what the numbers stand for on the report card. It is very important that parents and teachers have an open communication and that parents contact teachers with questions or concerns. The teachers are happy to address these as they arise.

There was a discussion about a computerized sign-in for volunteers and visitors.

Mr. Balsamo shared what he knew about a similar sign-in currently being used at Rodgers Forge. Dawn Elliott will be contacting the Rodgers Forge PTA to discuss the logistics of something like this being implemented at Fifth District.

There was a concern about students’ SS numbers being used on the scan sheets that are currently used for benchmarks in grades three through five.

Mrs. Quental explained the county process for using the SS# as an identification process. BCPS is beginning to phase this out and new students are being given a number that is not their SS#. Mrs. Quental conferred with BCPS testing personnel and they acknowledged the concern but felt confident about the security that they had in place. We realized that sending home the scan sheets with the math test jeopardized that security, should a paper be “lost” on the bus. Therefore, the teachers will no longer send out the scan sheets but will print out reports that are available from Assess Trax so that parents can see what the expected answer was and what their child’s response was to each question. The scan sheets will be shredded after the test is scored.