

MINORITY STUDENT ACHIVEMENT COMMITTEE
FEBRUARY 19, 2008
MEETING MINUTES

The MSA committee held its regular meeting of the school year on Tuesday February 19, 2008 in the Library. Mr. Mark Richardson chaired the meeting. The following members were present:

Richardson, Mark, (Committee Chair)
Thomas Tim (Principal)
Jasper, Carol (parent/BITS coordinator)
Spain, Evelyn (parent)
Richardson, Alice (parent)
Hobbs, Shelia (parent)
Brown, Ewunike (volunteer)
Wiggins, Nadine (parent)
Tortorella, Nancy (BITS coordinator)
Davis-Moran, Jacquelin (parent)

The meeting was brief due to other time commitments. Primary focus was on final preparation for the Spring Parent Coffee. The following agenda items were covered:

1. BITS Update.

Carol Jasper and Nancy Totorella provided an update on BITS. There is a continued concern regarding tardiness of both students and tutors. More stringent requirements are being implemented to curve the current trend in tardiness. Students and tutors will not be admitted after 9:40 a.m. This new policy is going out to all program participants and the feeder schools. There are currently over 90 students and tutors registered for BITS.

2. Grade Data Analysis Status.

Ms. Ewunike Brown and Mr. Ephraim Hawkins are continuing to work the grade data spreadsheets for Mark Richardson. A final formatted spreadsheet will be completed this week and emailed to Mark Richardson so that he can generate the briefing to be presented at the Spring Parent Coffee.

3. MAC Newsletter:

Celeste Peterson, the MAC newsletter editor is accepting inputs for the next MAC newsletter. The next issue will be released in time for advertising the Spring Parent Coffee. Articles are due close of business Friday February 22. The final printable version of the newsletter will be ready on Thursday February 28 and will be distributed with the Watchdog. Articles for this newsletter release include:

- a. Chairman's Corner (Mark Richardson)
- b. Principal's Welcome (Tim Thomas)
- c. Black History Month (Celeste Peterson)

- d. BITS (Carol Jasper)
- e. PTSA (Jennifer Campbell)
- f. Teacher articles on Bulldog Buddies (Ginny Muller)
- g. Student Articles
- h. African American Girls Club (Pat Williams)
- i. Men at Risk (Pat Williams)

4. Spring Parent Coffee:

The automated phone system will be used to announce the coffee to parents. Mr. Thomas and Mark Richardson will coordinate the phone message. Messages will be sent out in both English and Spanish. Committee members will follow up with personal phone calls to parents. Please contact Mark Richardson if you have time to make calls to parents. Marnie Dawson is developing a flyer for the parent coffee and will work with other committee members to finalize and distribute the flyer to students and parents. The flyer will be mailed home to parents separate from the newsletter. The Spring Parent Coffee will be held on Wednesday March 12, 2008 in the Lecture Hall. We will have a pot luck dinner and door prizes. Translation will be provided to non English speaking parents.

Agenda for the Spring Parent Coffee:

- a. Welcome (Mark Richardson)
- b. Principal's Welcome (Tim Thomas)
- c. Men at Risk (Pat Williams)
- d. BITS Information (Carol Jasper)
- e. Minority Achievement Gap Status (Mark Richardson)
- f. Open Discussion

5. Bulldog Block:

Bulldog Block is a new program geared toward providing additional help to students during the school day for subject areas where they may be underperforming. The program is under a trial period for observation and initial assessment of value. Students have an opportunity to seek help from their teachers during a block of time set aside during the 2nd period on certain days of the week.