

MINORITY STUDENT ACHIVEMENT COMMITTEE
APRIL 14, 2008
MEETING MINUTES

The MSA committee held its regular meeting of the school year on Monday April 14, 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)
Campbell, Jennifer (PTSA president)
Dargan, Valerie (parent)
Lauer, Mary (teacher)
Wilke, Maren (teacher)
Hagedorn, Jan (teacher)
Peterson, Celeste (MAC newsletter editor)

The meeting was held on Monday due to chair unavailability on Tuesday. Focus of meeting was to obtain feedback on the Spring Parent Coffee and plan for the last MAC newsletter release for the year. Mark Richardson started the meeting with apologizing for not getting the minutes out from the February monthly meeting. He also apologized for his failure to acknowledge all of the people who were critical contributors for the planning and preparation for the Spring Parent Coffee. The following agenda items were covered:

1. BITS Update.

Carol Jasper provided an update on BITS. The end of year BITS banquet is scheduled for Saturday May 17 from 9:00 – 11:00 a.m. The banquet will be held in the cafeteria. The tardiness problem has been resolved as a result of the more stringent requirements that were implemented. Statistics are being gathered to assess the progress of students participating in the BITS program.

2. Spring Parent Coffee Feedback:

The Spring Parent Coffee went very well thanks to the hard work of many committee volunteers. Hispanic attendance was up from previous parent coffees and the translation system was well received. The grade data trend analysis presentation identified areas where the school has made progress and areas where much more work is needed to close the achievement gap. This data will be presented to department chairs who in turn will share the data with faculty members in their respective department. The goal is to use the data to identify problem areas and implement programs to address the achievement gaps where identified. It was recommended that a condensed version of the presentation be made for sharing with faculty and parents. This condensed version would highlight the areas of highest concern as well as those subject areas where significant progress has been made.

It was also recommended that the condensed version be provided to parents of new students to Westfield along with a synopsis of the current Minority Achievement Committee, i.e., who we are and what we do at Westfield.

3. MAC Newsletter:

Celeste Peterson, the MAC newsletter editor is accepting inputs for the next MAC newsletter. The last issue of the year will be released in June. Articles are due close of business Friday May 16. The final printable version of the newsletter will be ready on Wednesday May 23 and will be distributed with the June release of 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. Department Chair articles on Closing the Achievement Gap (Dept Chairs)
- g. Student Articles on Westfield Experiences
- h. Graduating Minority Seniors Listing with intended College selections
- i. Advocating Full Inclusion (Celeste Peterson)
- j. Erin Peterson Golf Tournament Summary (Celeste Peterson)

4. End of Year Barbeque:

The end of year barbeque will be held on Thursday June 5, 2008. We will celebrate the school year and thank all who have worked so hard to make this year a success. More information and details will be forth coming. Final planning will be completed at the May monthly meeting.

5. Erin Peterson Comit-to-Excel Scholarship Selection Committee:

Volunteers are needed from the MAC to serve on the selection committee for the Erin Peterson Comit-to-Excel Scholarship Award. Applications are due back in May and we need at least 3-5 volunteers to serve on the committee. If you can serve on this committee, please contact Mark Richardson or Celeste Peterson with you desire to serve. The applications will be sanitized so that selection committee identities of scholarship applicants are not revealed to selection committee members.

6. Open Discussion:

Tim Thomas is planning an end of year "interview" with a sampling of Westfield students, to include minority students to obtain a snapshot of the student's perspective on the overall school year. The interview responses will be presented to faculty members and will be used to foster closer student teacher relationships. The goal is to foster a more inclusive environment at Westfield.