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MEMORANDUM

TO: Board Members  
FROM: Pedro E. Garcia, Ed.D.  
DATE: November 30, 2007  
RE: Board Letter

LANCE LOTT, ASSISTANT SUPERINTENDENT FOR TECHNOLOGY AND STRATEGIC PLANNING

On November 14, 2007, the State Department of Education (SDOE) issued a one-page report to the Board and Administration that was headed "MNPS Implementation of State Directives."

The original directives were received by Administration at a meeting at the SDOE on October 2, 2007. Administration responded with the MNPS action plan for the directives on October 16, 2007.

The MNPS response to the points raised in the November 14<sup>th</sup> correspondence are as follows:

**Brick Church Middle School** – The district is still trying to locate a Math Specialist but due to the shortage of individuals in this area has been unable to hire anyone. Efforts will continue on this position. As was pointed out in the October 16<sup>th</sup> response, the Principal has approached the staff with taking on tutoring responsibilities during their planning periods. Two teachers have agreed to this arrangement and Dr. Chauncy is working out the process to be followed to ensure they are properly reimbursed for this work. The district will begin implementation district-wide of computer labs as part of the five-year IT Plan. Due to its status as a Corrective Action school, Brick Church will be moved to the top of the list to receive the computer lab that was included in the directives.

**Cameron Middle School** – The Special Education teacher that was moved from Cameron to Johnson will be moved to another school that is not in a high priority status.

**Dalewood Middle** - An individual was targeted for the instructional coordinator position and we expect an offer to be made in the next week.

**Glencliff High School** – Many of the Glencliff recommendations were difficult to implement as specified. Additionally, a lot of changes were made over the summer to address the issues cited. We outlined our strategy to address the concerns in the October 16<sup>th</sup> response. The November 14<sup>th</sup> memo questioned the experience of the Parent and Community Coordinator. To address the need for more assistance in this area, we have added an Assistant Principal (Lauren Rickey) to, among other things, to assist with the graduation and attendance issues. The ten subs have been identified and hired. The Principal is in discussions with day care organizations and is compiling a referral list and sliding fee scale arrangement for area day cares. ACT materials for the school are being worked on.

**H.G. Hill Middle School** – This needs to be discussed between the SDOE and administration. We believe our response on October 16<sup>th</sup> addressed the tutoring concerns. Mr. Haynie will discuss this approach with the Exemplary Educator.

**Hillwood High School** – Dr. Garcia has requested that Ann Cumbie conduct an investigation of Guidance in her capacity as the new Area Counselor for Hillwood.

**Hunters Lane High School** – A new English teacher was placed at the school per the district’s response on October 16<sup>th</sup>. Also, it was pointed out that the school would be receiving all of its IT equipment for this year’s IT plan by January 31<sup>st</sup>. Specifically we know that the library PC allocation has been delivered to the school. Additionally, the school’s allocation of teacher laptops, LCD projectors, and Electronic Chalkboards will be delivered by December 10<sup>th</sup>. Other student-use computers will be made available in January.

**McGavock High School** – Arcentae Broome and Marlin Simms have been hired at McGavock as Program Assistants per the state directives.

**BENJAMIN J. WRIGHT, CHIEF ADMINISTRATIVE OFFICER, ADMINISTRATION, PRE-K-12**

**Pathway for Glendale Students**

We have taken a long look at the pathway for students attending the language immersion program at Glendale Elementary School, and have determined that students in the foreign language track should automatically be offered a pathway to J. T. Moore Middle School, which offers Spanish as part of the middle school option. This will allow continuity in the students’ interest and learning process in their question of the chosen language. We would like to get this information out to the school and parents as soon as the upcoming week.

PEG/mrb