

New Program / Position / Purchase Request

Program Title: Wellness Center Administrative Assistant <i>12.5 hours to 16 hours/ week</i>	School/Grade/Department: MCMS
Brief Program Description: <p>The current administrative assistant in the MS wellness center works 12.5 hours a week. She is responsible for scheduling appointments for: KBH appointments, guidance appointments, integrative health appointments (including PT), and nursing appointments. This person is also the triage person for all Wellness Center needs. The program supports the needs of approximately 40 people per day.</p>	
Program Objectives: <p>This person is the "triage person." There are 5 rooms in wellness and the assistant is in charge of coordinating and running the manageability for all aspects of the Wellness Program. In addition, common student daily needs the secretary assists in are: assessing the need for non-med. prescription meds; giving and getting ice for musculoskeletal issues; emotional support; taking students to the boutique for clothes and the food pantry; giving out items for a number of student needs (wax for braces, hair ties, mouthwash, safety pins, band aides, feminine hygiene products, etc). She also writes out and delivers passes for students, keeps the wellness calendar, making needed parent phone calls and logging information into PowerSchool, finding students who are missing an appointment, changing sheets, putting away necessary laundry, etc.) This person also does all the data entry for health and medical information for the appx. 290 students at MCMS.</p>	
Projected Number of Students to be Served: <p style="text-align: center;">290</p>	
Program Costs: <p style="text-align: right;">\$2,660</p>	

New Program / Position / Purchase Request

Program Title: 50% Dean/ 50% Teacher	School/Grade/Department: MCMS
Brief Program Description: This position would replace a 50% teacher position and add a 50% administrator (one person would be part time dean/part time administrator- replacing the position title of Full Time Dean of students with distinction of 50% admin. 50% teacher. The dean of students position used to be at the middle school but was changed to "behavioral teacher" then "behavioral interventionist." The work currently conducted by the behavioral interventionist is more accurately described as 50% behavioral interventionist and 50% dean of students.	
Program Objectives: The dean of students position would hold the following objectives: build relationships with students; investigate and follow through on student behavioral incidents (including suspensions, in collaboration with principal); investigate and complete bullying paperwork; run behavioral, social and executive functioning groups; teach a hands-on class for identified most at-risk students; and participate on team leaders, the shared leadership system at the middle school.	
Projected Number of Students to be Served: 290	
Program Costs: \$5000 (administrative position with 10 days added for the summer) (Also 50% teacher reduction cost would shift to administration)	

New Program / Position / Purchase Request

Program Title: 1 Team Leader Position	School/Grade/Department: MCMS
Brief Program Description: Currently, the Unified Arts program includes the World Language teachers. This makes this team double the size of other teams. In addition, given the work on a new schedule (and need to variance for team planning time), as well as the increased collaboration with the high school world language teachers, a team leader from the world language department would be beneficial.	
Program Objectives: Team leaders are the shared leadership establishment within the school. Team leaders meet weekly to cover school-wide items with a whole school lens while also sharing input from the team which they represent.	
Projected Number of Students to be Served: 290	
Program Costs: \$1,100	

New Program / Position / Purchase Request

Program Title: MS Front office computer	School/Grade/Department: MCMS
Brief Program Description: The front office administrative assistant's computer can no longer be updated. This position needs a	
Program Objectives: Computer to: manage PowerSchool (attendance, scheduling, printing report cards), Google Drive, website management, purchase requisitions.	
Projected Number of Students to be Served: 290	
Program Costs:	\$1,900

New Program / Position / Purchase Request

Program Title: Student Resource Officer	School/Grade/Department: MCMS portion (campus initiative)
Brief Program Description: A School Resource Officer is a police officer who works with students, teachers and administration to build a healthy and safe school.	
Program Objectives: Work with At Risk students who are already part of the legal system. To participate in campus activities, student organizations and athletic events when invited and feasible. To answer questions that students may have about criminal or juvenile law. Work with students to build healthy relationships. Attend home visits with administration, guidance and health center staff. Deliver truancy letters to homes as needed, and help administration with the truancy process. Attend student staffings as needed. Attend 504 meetings when appropriate. Advocate for and support all students in building healthy relationships. Participate on the school's crisis team.	
Projected Number of Students to be Served: 290	
Program Costs: \$14,000 20% of Position Costs	

New Program / Position / Purchase Request

Program Title: Supplies/Furniture	School/Grade/Department: MCMS
Brief Program Description: Furniture line. To promote a safe, productive and collaborative learning environment for students.	
Program Objectives: This line was taken out of the budget this school year. Some supplies were bought in the 2017-18 school year, but teachers still need additional furniture that better promotes student learning (tables for collaborative work, moving whiteboards, stools for fidgety students, etc). This will allow for us to get a school-wide membership to the ShareCenter, which could save us \$1000's in furniture, as we can take furniture at no additional costs from their warehouse. All their furniture is reused, and from companies who supply to the ShareCenter, for schools. This membership is \$600. The additional \$1000 would be used for more unique equipment such as stools for fidgety students, etc.	
Projected Number of Students to be Served: 290	
Program Costs: \$1,600	

New Program / Position / Purchase Request

Program Title: Technolgy RTI	School/Grade/Department: MCMS
Brief Program Description: Lexia Pro and Reading Plus (ELA RTI); Dream Box (Math RTI)	
Program Objectives: With the exception of the \$500 Lexia Pro license, all of this was in the previous budget, but has been moved to a new line, to separate RTI. These technology programs are used extensively to support sutdents in the RTI program for math and/or reading.	
Projected Number of Students to be Served: 70+	
Program Costs:	\$3,245