



Enrico Fermi School #17
158 Orchard Street
Rochester, NY 14611
(585) 436-2560

SBPT Meeting Date 10/27/2025		
Attendees: Members: Scaccia X- PreK & Kindergarten Miranda X- 1st & 2nd grade DemarioX- SPecials & ASD Gonzalez X- 3rd & 4th Burns- X- 6th/Speech/Social Workers Marseglia- Absent- 5th & Psychologist Parent Reps: Jessy Tacuri- Parents	Note Taker: Melissa Gonzalez Facilitator: Saltares Timekeeper:Scaccia Process Guide:DeMario	Visitors Attendees: Dan Hurley- School of Innovation Amy Alkiewicz- School of Innovation Amy Rinere-RTA
Agenda	Minutes	Action items
5m -Bright Spot	- Scaccia- Kindergarten had their first fiend trip on friday; was wonderful!! - Miranda- She is a new math teacher! - DeMario-2nd graders performing at the Hispanic Heritage celebration - Burns- Students are “getting it” and following a routine :) - Gonzalez- Field trip with 5th graders; went well :) - Tacuri- Enjoyed the Hispanic Heritage celebration!! Saw many families united and hadn’t seen that in a long time, many many kids and lots of food! - Saltares- Really nice to have visitors come in and say how different it feels in the building; culture and climate is very different and positive!	
20 min- Unpack 2026 SCEP Plan SCEP-Literacy, Math.	Reviewed key strategies- one strategy for literacy and one for math that are exactly the	



Academic Culture Slide Deck	same; structuring lessons - Reviewed how we will complete implementation; summer work was completed to get us started - School 17 will continue to administer CA's as it aligns directly to our SCEP - Walkthroughs: Admin would like to push for a 2nd walkthrough during the 2nd-3rd week of November, regarding: Progress Monitoring—Early Progress Milestones - By October 30th, 100% of grade-level teams will have participated in school wide professional learning session and at least two structuring lessons focused grade-levels - Walkthrough will indicate 90% of classrooms implementing structured lessons at emerging level - Reviewed the continuum practice of structured lessons- difference between <i>Emerging</i> and <i>Evolving</i>.	
20 min- Develop Communication Plan (SCEP Plan)	- How can we strengthen communication? All staff should feel that their voices are heard and brought back to the table. Representations/Responsibility: Burns- 6th/Speech/Social Workers, DeMario-Specials & ASD, Scaccia- PreK & Kindergarten, Miranda- 1st & 2nd, Gonzalez- 3rd & 4th, Marseglia- 5th, Psychologist, Tacuri- Parents - Key Message: what do people want to know? -Timely changes that occur in the building -Teachers will receive information 2 ways- from	



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	the SBPT team and in Saltares' news letter -Create a one-stop shop to share questions/concerns to bring back to the team (Padlet? google form?) • Timeline- Saltares: want-develop how to share minutes to each group • Evaluation/Share-out: how are we gathering our information and bringing it back to the team?	
15 mins- SBPT Norming/Operations	• Meetings will be held every last Monday of the month- all agree • Mtg held in room 154- all agree • Mtg will generally be 60 mins.- all agree • Cancellation- cancelled by Principal at least 24 hr. notice • Meeting can be called by Principal at least 2 days in advance • Quorum- RTA has 6 members (members need to decide what the quorum will be; for voting, members need to go back to their groups to get input before placing a vote • Minutes- needs to be sent out to staff after each mtg. (PDF); Saltares will then upload onto our website. Decision- Gonzalez will take minutes each mtg. If Gonzalez is absent, Burns will take minutes. • Minutes need to be distributed via email within 5 days of when the meeting was held and uploaded on the district website. • Facilitator- will guide the meeting • Timekeeper- team stays on task and within time • Progress guide- Monitors group norms and decision-making equity	



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Open Forum	The team will go back to constituents and bring back any questions/concerns to the next meeting.	
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