

IAT Meeting Wise Agenda Template

Meeting Agenda:1 Date: 10/15 Start Time: 4:00 End Time: 5:00 Location: Cyber lounge	Norms: <ol style="list-style-type: none"> 1. Take an inquiry stance 2. Assume positive intentions 3. Ground statements in evidence 4. Stick to protocol and ensure all voices are heard 5. Be here now 6. Start and end on time
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Topic:	Attendees: Facilitator: Smith Note taker: Jones Timekeeper: Soprano Summarizer: Other: Signorino, Vargas-Perez, Holmes, Groff, Braiman, Mrs. Carrion, Rosenberg, Dunne
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Meeting Objectives: <ul style="list-style-type: none"> • Dates/Times • Norms/Facilitation • Agenda Topics • Clubs • PD Submissions • Miscellaneous

To prepare for this meeting, please: <ul style="list-style-type: none"> • Read this agenda ____ and reply to ____ with feedback by ____ • Other pre-work

Schedule:

Time	Minutes	Activity				
		Check-in and review objectives of this meeting and how they connect to the objectives for our remaining team meetings this year				
		Review next steps from our previous meeting				
		Review plus/deltas from our previous meeting <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="width: 50%;">Plus</th> <th style="width: 50%;">Delta</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> • Pluses from previous meeting </td> <td> <ul style="list-style-type: none"> • Deltas from previous meeting </td> </tr> </tbody> </table>	Plus	Delta	<ul style="list-style-type: none"> • Pluses from previous meeting 	<ul style="list-style-type: none"> • Deltas from previous meeting
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4:00-4:05	5	Objective 1: Dates/Times <ul style="list-style-type: none"> • 2nd Tuesday at 4:00 • Kim will send invites 				

4:05-4:10	5	Objective 2: Norms/Facilitation <ul style="list-style-type: none"> ● Reviewed School norms ● We will rotate roles
4:10-4:15	5	Objective 3: Agenda Topics <ul style="list-style-type: none"> ● Deadline of Friday before for topics from Staff ● Setting agenda items for next meeting at the end of current meeting
4:15-4:28	13	Objective 4: Clubs <ul style="list-style-type: none"> ● National Honors Society- Caparco ● Class of 2022- Aylesworth and Soos ● Approved, but available \$\$ will be TBD ● Bring all clubs (stipended or not) to SBPT for approval/awareness ● Get \$\$ amounts available from Bob ● Create shared document to collect club info
4:28-4:43	15	Objective 5: PD Submissions <ul style="list-style-type: none"> ● Kelly Briggs has accepted a new position, so Liz will continue to be our liaison and work with her until we are assigned a new person. (bootcamp, 2 book clubs, ELL, one from Grann) ● Current submissions are conditionally approved pending some changes to verbiage. ● All PDs are to be submitted to SBPT and CO BEFORE they are attended. Follow guidelines to write up PD--available on our website "PD Incentive Resources 19-20". ● Ask ILT to create our Wednesday PD plan, include subject area directors if possible ● Possible Topics for 12/6, 3/6: Next Gen (Kim Fluet) ● Signorino sent out a Social/Emotional PD link through NYSED for continuing ed credit
4:43-5:03	20	Objective 6: Miscellaneous <ul style="list-style-type: none"> ● Support in electives- change in NYS description of some elective classes, how does this impact the district's protocol for placing SPED support in elective classrooms? Copy of paper to Rick ● for the 2 parent teacher conferences planned here...can we look to have them earlier in the day, right after school <ul style="list-style-type: none"> ○ 5:30-7:30 for this week ○ Next one we can look at moving it earlier ● in addition....could we look into our 1/2days be utilized to call parents or co plan... <ul style="list-style-type: none"> ○ Possible, we'll see what else is needed for those days ● Parent Component info <ul style="list-style-type: none"> ○ Recap of Open House <ul style="list-style-type: none"> ■ 59 parents signed in ■ 3 parents interested in PTO, 2 in volunteering, 1 in SBPT ○ Submitted Title I Proposal Plan

		<ul style="list-style-type: none"> ■ Open House ■ Parent Workshops ■ Spring Academic Showcase ■ New student/parent orientation ■ SBPT & PTO Parent Meetings ■ FIRST Robotics Family Night ■ Supplies ■ \$7688 <ul style="list-style-type: none"> ● Extended Learning- Google form coming out soon to get names of interested staff <ul style="list-style-type: none"> ○ Credit academy ○ Tutoring ○ Saturday school ○ Recess school ● OCR staffing <ul style="list-style-type: none"> ○ Students request consistent staff member for OCR ● Parent concerns <ul style="list-style-type: none"> ○ Sharing student concerns about safety ○ What can we do to keep our students/make them want to stay? ○ School spirit <ul style="list-style-type: none"> ■ Spirit week for Halloween- Rosenberg ■ Staff interested in leading a spirit activity, please submit to SBPT for communication 				
5:03-5:06	3	<p>Review Next Steps:</p> <ul style="list-style-type: none"> ● Support in electives ● Next P/T conference night times ● Next agenda ● Invite students to participate in SBPT ● Committees- list from last year, Smith wants to align with groups responsible for demonstrable indicators <ul style="list-style-type: none"> ○ Parent ○ Attendance ○ Sunshine ○ PBIS ○ Social Media ○ Wellness ○ Advisory/Community Meetings ○ Restorative Practices ● 1/2 day logistics <ul style="list-style-type: none"> ○ activities for students while in school, pep rally, lunches ● Snacks- Dunne and Groff 				
5:06-5:09	3	<p>Assess what worked well about this meeting and what we would have liked to change:</p> <table border="1" data-bbox="511 1850 1523 1982"> <thead> <tr> <th data-bbox="511 1850 1019 1917">Plus</th> <th data-bbox="1019 1850 1523 1917">Delta</th> </tr> </thead> <tbody> <tr> <td data-bbox="511 1917 1019 1982">● Efficient</td> <td data-bbox="1019 1917 1523 1982">● No snacks :(</td> </tr> </tbody> </table>	Plus	Delta	● Efficient	● No snacks :(
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SBPT Member	Agreement with minutes
Brianna Alexander (teacher)	
Nancy Braiman (teacher)	<i>Nancy Braiman</i>
Bethany Carrion (parent)	
Francine Desiato (teacher)	
Elizabeth Dunne (teacher)	<i>Elizabeth Dunne</i>
Latoya Dunbar (teacher)	
Donna Groff (admin)	
William Holmes (teacher)	<i>William Holmes</i>
Kimberly Jones (teacher)	<i>Kimberly Jones</i>
Shelly Rosenberg (teacher)	<i>Shelly Rosenberg</i>
Anthony Rotoli (teacher)	
Stacey Signorino (teacher)	
Richard Smith (admin)	<i>Richard Smith</i>
Steven Soprano (admin)	<i>Steven Soprano</i>
Marta Vargas-Perez (parent liaison)	<i>Marta Vargas-Perez</i>
	<i>[Large signature]</i>