

Lincoln Park School #44

School Based Planning Team

Rolling Agenda



Meeting Date	Objectives for this Meeting	Next Steps to Complete in time for this Meeting
10/16/19	<ul style="list-style-type: none"> Discuss how we are doing with implementation of School Improvement Priorities Share Annual Events and approve Title I Parent Funds Provide Feedback on Professional Development Focus Needs assessment for staff for PD 	

Location: Lincoln Park School #44, Room

Facilitator: [Principal Garfield](#)

Note taker: [Shana Valerio](#)

Schedule [90 min]

Time	Mins.	Activity
	3	Review objectives for today
	3	<p>Assign roles</p> <ul style="list-style-type: none"> Facilitator Timekeeper Note taker <p>NOTETAKER - Record roles at the beginning of the agenda.</p> <p>Review objectives for this meeting <i>The facilitator reads aloud the objectives at the top of this agenda.</i></p>
	5	<p>Review how we will use RCSD Meeting Norms during our meetings.</p> <p>The RCSD Meeting Norms help us realize hopes and allay fears. They include:</p> <ul style="list-style-type: none"> Take an inquiry stance Ground statements in evidence Assume positive intentions and take responsibility for impact Stick to protocol and hear all voices Start and end on time Be here now Expect non-closure Expect discomfort in the service of learning

		<p>NOTES:</p>
		<p>Activity:</p> <ul style="list-style-type: none"> • Discuss how we are doing with implementation of School Improvement Priorities <p>- Implementation of RCSD Curriculum</p> <ul style="list-style-type: none"> • Being a Writer has been a success although some grades are missing kits and need to share materials. Teachers have been getting books from the library. • Approval of funds needed to purchase materials is what is causing the hold-up. It should be resolved within a few weeks. In the meantime, teachers should make copies using the kits available. There is at least one kit available for each grade and teachers have access to the curriculum online to print copies of workbook materials. • There are questions teachers still have related to ZEARN. We can email Jeff Good to see if we can get those questions answered. Ms. Garfield suggested that teachers create a list of questions that they have so that we can send them to Jeff Mikols or Jeff Good to create a frequently asked questions list for ZEARN. <p>Lesson Planning</p> <ul style="list-style-type: none"> • Some teachers are using the lesson plans provided. • Some teachers are handing in lesson plans that are not reflective on what they are teaching. • Each grade level band's leader should allow planning time during grade level meetings so that we are building capacity. • Next grade level meetings should discuss ways grade levels can plan together. <p>Restorative Practices</p> <ul style="list-style-type: none"> • We have a restorative practice coach, Angelica Matias, that will work with the restorative practice team. She will meet with the team and they will get Professional Development to turnkey to the staff at #44. • Mrs. Laird stated that restorative practices is working great in her room. She implements circles every morning and when needed. • Students are using the reflection sheet when they are in the reflection room. There are different sheets for the primary and intermediate grades. Everyone is using the same language. <p>The Leader in Me</p> <ul style="list-style-type: none"> • On superintendent's conference day, a consultant came and focused on empowering leadership among scholars and creating a positive culture through leadership <p>Workshop Model</p> <ul style="list-style-type: none"> • Mrs. Laird stated the students have been doing a great job being accountable for getting their work done. • Mrs. Shepard stated that they had training on Superintendent's conference day and got new ideas. • Overall it's been very positive. <p>Culturally Relevant Pedagogy</p> <ul style="list-style-type: none"> • Mrs. Laird stated that we are being more mindful of using materials that depict the students we teach <p>- Walkthrough tool to collect data on school-wide priorities</p> <ul style="list-style-type: none"> • A walkthrough tool was created to collect data on the entire school.

		<ul style="list-style-type: none"> • Possibly have the SBPT go on a walkthrough and look for school priorities and how they are being implemented in the classroom. • Ms. Garfield shared what the walkthrough tool looks like and how data is collected for the whole school. • Sometimes teachers will get feedback after the walkthrough but it depends on the focus. Sometimes it's to collect school wide data on school priorities and that information is shared schoolwide. Teachers will not get feedback on their colleagues. It would be specific to their classroom during general day to day walkthroughs. <p>Instructional Leadership Team Learning Walk</p> <p>-Assessments (Aims Web, NWEA, NYS Data)</p> <ul style="list-style-type: none"> • We will use that data from all the assessments to develop the Walk to Read program. • A parent asked if a student is at a higher level, can they go to the next grade level for enrichment? • Ms. Garfield stated that during Walk to Read and through differentiated instruction is when scholars will get the enrichment they need. Also, during literacy centers the groups will be tiered to meet the needs of each scholar.
		<p>Activity:</p> <ul style="list-style-type: none"> • The team proposes to use Title I Parent Funds in the following ways: <ul style="list-style-type: none"> ○ Curriculum Night- October 10, 5:30-7pm ○ Reading/Writing Workshop-We are Thankful for... November 22, 5:30-7pm ○ Holidays Around the World Diversity Showcase-December 20, 2-3pm ○ Spelling Bee-Grades 3-6, April 2020 ○ Moms and Muffins: Spring into Learning Academic Writing Showcase- May 8, 10-11am ○ Honoring Fathers for Father's Day: Pizza and Pops, Academic Reading Showcase- June 19, 10-11am ○ Music Arts Academics Annual Showcase-June 24, 9:30am-1:30pm • The team approves the use of the funds for those activities. • Mrs. Laird will look into having a book fair at our school- if we commit to having two book fairs, the second one we could offer books at buy one, get one free for scholars and staff • Need to plan for: School goal for number of books read-tie it into Dr. Seuss's birthday, Read Across America Day, March 2
		<p>Activity: TABLED FOR NEXT MEETING</p> <ul style="list-style-type: none"> • Provide Feedback on Professional Development Focus • Needs Assessment <p>- Learning Targets</p> <p>Focus on Scholar Ownership: Posted, Unpacked, Assessed</p> <p>- Workshop Model - Centers</p> <p>- Culturally Relevant Pedagogy</p> <p>- Restorative Practices</p> <p>- The Leader in Me</p> <p>- Co-Teaching</p>