



Date: 2.16.22 Time: 4:00 pm Location: (Zoom) Topic: SBPT Attendees: Cranmer, Romero, Donlon, Bishop, Anderson, Vanderwzan, Joiner-Yang, Silas-Lee, Calvert Facilitator: Silas-Lee Timekeeper: Carla R. Note taker: Cranmer Action items tracker: Cranmer

Meeting Objectives:

- Welcome/Check-in
- School Instruction

Pre-work:

• log into Microsoft teams/Zoom a few minutes prior to start of meeting

Materials that will be used at this meeting:

Laptops					
Schedule: 1 hours					
Time	Minutes	Activity/Topic to be Discussed			
4-4:10	10	Welcome, introductions & Check-In			
4:10-4:55	45				

		a 2 7 staff m ELA will PD hours - 2 h April 13 Orders update Februar Books n can sen S L S S Staff summer F 8/25, 8/2 PD Calendar - will go o Book Circle Up o Jamie w Other	 th Wednesday 3:15pm-5:15pm in person y 18th is the deadline to be submitted to Ms. Moore leed to be sent to Ms. Moore to see if it is approved (Melody d a list) School Specialty (approved by district) akeshore (approved by district) Staples (approved by district) make sure you use the district login since there is a teacher discount (Moniek will remind staff) PD dates 26, 8/29, 8/30 		
4:55-5:00	4	Plus and Deltas:			
Action Commitment Chart:					
Action item	Action commi tment	Due	Comments		
See tags above					