



LORETTA JOHNSON

MIDDLE SCHOOL

School Based Planning Team Meeting Minutes

Date: 10/23/2024

Time: 2:45 p.m.

Location: Library (257)

Attendees: Laquanda M. Fields, Library Media Specialist; Alicia Bell, Parent Liaison; Shelly Rosenberg, ENL/ESOL Teacher; Anastasia Polashenski, Vocal/General Music Teacher; Sarah Snyder, Math Teacher; Natasha Morrison, School Counselor; Moniek Silas-Lee, Proud & Founding Principal

AGENDA ITEM	NOTES
Title I – Review	<ul style="list-style-type: none">• Bell shared that five parents have joined the LJMS Parent Group.• 2024-25 budget is \$6,851 for parent/family engagement. The following events will be covered by this budget:<ul style="list-style-type: none">◦ Open House – Done◦ Hispanic Heritage Month Celebration◦ Black History Month Celebration◦ Student-Led Conferences◦ Cuts for Christmas◦ Annual Family Picnic• Members voted yes to approve the 2024-25 budget for Title I funds.
Action Items: Bell will share a list of parents involved in the LJMS Parent Group.	
Half-Day Agenda	<ul style="list-style-type: none">• Members reviewed the proposed half-day agenda for scholars and staff PD.• Members voted yes to approve the half-day agenda.

Action Items: Silas-Lee will email approved half-day agenda to teachers and staff.	
Priority Committee Leads	<ul style="list-style-type: none"> • School Priority Committees will meet Friday (10/25) during staff PD. • The following SBPT members will be leads for School Priority Committees: <ul style="list-style-type: none"> ○ Community Engagement – Laquanda ○ Student Voice – Anastasia ○ Instructional Model – Moniek ○ Restorative/PBIS Practices <ul style="list-style-type: none"> ■ Restorative – Sarah ■ PBIS – Shelly
Actions Items: Moniek will create a rolling agenda and meetings to be used during School Priority Committee meetings.	
Revisit Parent/Teacher Conferences & Hispanic Heritage Month Celebration	<ul style="list-style-type: none"> • TIME CORRECTIONS: <ul style="list-style-type: none"> ○ Parent/Teacher Conferences will be 3-4 p.m. ○ Hispanic Heritage Month Celebration will be 4-5 p.m. • Members voted yes to approve time correction for PTC & HHMC.
Action Items: None	