

**SCHOOL BASED PLANNING TEAM MINUTES 2015-16**

**Date:** 10.21.15

**Recorder:** James J. Hines

**Attendance:**

X Dr. Mary Aronson

X Michelle Calogero

X Felicia Drysdale

X James Hines

X Tanya Homer

X Ana Milian-Holmes

X Rose Vercolen

X Susan Reuter

X Jenna Silpe

X Holly Perez

X Sarah Peers

**Item summary:**

Decision: Holly Perez has joined School #52 SBPT as our newest parent rep.

Action Item: Welcome-so glad to have you with us!

**Item summary:**

Decision: approval of meeting minutes 9/16/15

Action item: none

**Item summary**

Decision: Principal report delivered by F. Drysdale & Dr. Aronson.

Action items: \*School picture day 10/22/15, students can wear "regular" clothes for the day.

\*District review (SCEP) Nov. 17<sup>th</sup>-SBPT & building to plan accordingly for site visit; focus on Tenant 2. SBPT to discuss SCEP each meeting. Focused grade level meetings should be dedicated to this as well.

**Item summary:**

Decision: NWEA testing 1<sup>st</sup> round complete & highly successful. Thanks to Susan Reuter for assisting.

Action item: Determined that a structured schedule & sharing computer carts is beneficial to administering smoothly. Periodically locked chrome books also helps. "Trophy incentive": Continue fostering healthy competition with math component (individual & group challenges).

**Item summary:**

Decision: 20 hrs. PD credit SCEP Collegial learning circle (strictly before or after instructional day) has been approved for our building. Clarification needed between instructional grade level meetings & SCEP grade level meeting expectations (i.e., 30 mins. uninterrupted contractual planning time & separate, dedicated SCEP planning time whereby NWEA results, etc. might be reviewed).

Action item: F. Drysdale to obtain schedule from S. Buffum on behalf of teachers; and will review their respective break times. A substitute will be obtained to assist Brenda w/providing breaks for teachers to meet for SCEP planning & discussions. Dr. Aronson to communicate structure & protocols of teacher grade level meetings.

**Date of next meeting:**

**Recorder:**

**Agenda items for next meeting:**