

**Wilson Foundation Academy**  
**School Based - Planning Team meeting**  
**Date: 8/16/21**

**Facilitator:** Rhonda Neal  
**Time keeper:** Kevin Morrissey  
**Note taker:** Michele Domina  
**Backup Note taker:** NA

Min	Lead	Discussion	Action items
min		Calendar SBPT Meetings  NOTES: 1st Monday of each month 2:15-3:15	
min		WFA Continuation / Instructional Plan  NOTES: Share out with the team, review at 9/13 meeting. Bumphis has names of parent representatives.	Bumphis: invite parents for next meetings (and CET team).  Neal: Share plan with team.  Team: Review for next meeting.
min		Referral Process:  NOTES: Help zone model and school wide expectations	Neal: Share out with team  Scissum: Send out referrals to staff
min		Dress Code:  NOTES: We are a uniform school. Students can wear red or black shirts, jeans are ok.	Neal: Robo call and/or email to families. Communicate to staff expectations for uniform.
min		Seats Available:  NOTES:	Purver: Hold elections  Bumphis: Reach out to parents
min		Next Meeting Roles:  NOTES: 9/13/21 @ 2:15 in the conference room	<b>Facilitator:</b> Kevin Morrissey <b>Time keeper:</b> Dorsey <b>Note taker:</b> Chinappi <b>Backup Note taker:</b> Lischer <b>Snack:</b> Neal
	<b>Parking Lot</b>	Title One Funds; Schedule Parent Teacher Conferences; Review Continuation Plan, Assessments;	

Attendance (X = present)

Rhonda Neal (ASAR)	x	Sherrolletta Scissum (RTA)	x	David Dorsey (ASAR)	x
Chantal Lischer (ASAR)	x	Katie Chinappi (RTA)		Michele Domina (RTA)	x
Kevin Morrissey (RTA)	x			Tiffany Bumphis (RAP)	x