**School Based Planning Team Meeting Agenda**

Monday, October 30, 2017 @2:15

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| **Time** | **Topic** | | **Lead** | **Discussion Notes/Action Item** |
|  | **1** | Kudos & Celebrations | All | Yay its almost November |
|  | **2** | IB PYP | Katie | * Discussed becoming a PYP program as an extension to MYP * Dearring motion to accept PYP program at Wilson and to move forward with the application to IBO; Purver-second; all approved. * January 1st, 2018 deadline for submitting application to proceed into becoming a Candidate school |
|  | **3** | Fuel-Up 60 Grant –w/breakfast in the classroom | Dee | Disregard, went to another school because we couldn’t logistically make it work; feedback from teachers was overwhelmingly “no” K-8 |
|  | **4** | Data Review – attendance | Dee | * Looking good on attendance, 5th grade at 95.8percent, all the rest over 90 percent. * Attendance committee meets Friday to go over process for teachers to refer students for attendance * Lavergne going to present to grade level teams next week about how to write referral * Working to acknowledge students with improved and excellent attendance. Parents are creating certificates. * Looking into home visits and the process for this |
|  | **5** | PD Update – upcoming and Dec. ½ day | LoWan  All | * How to legally restrain students, especially younger grade levels (next half day) * Chinappi needs time for PYP * 1hour for book “Closing the Attitude Gap” * Some RTI and Intervention time as well |
|  | **6** | “Steps to Class/Office Discipline” | LoWan | New flow chart presented by LoWan to distinguish further flow chart for behaviors |
|  | **7** | SCEP check | All | Color coding SCEP plan by month  Ice cream social with technology lesson for parents scheduled November 16th  House system rolled down to included 4-6th |
|  | **8** | New time? | All | Keep time as is, it was agreed upon by parents, teacher, and administration over the summer |
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| X=Present **ATTENDANCE** | | | | | |
|  | Aixa Cardenas | Parent | X | Michael Iodice | Teacher |
|  | Deidre Irvine | Parent | X | Nancy Gossin | Teacher |
|  | LaKesha Colon | Parent |  | David Dorsey | Admin |
| X | Amanda Purver | Teacher | X | LoWan Brown | Admin |
| X | Cassandra Dearring | Teacher | X | Deasure Matthew | Chair |
| X | Hannah Webster | Teacher |  |  |  |

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| **SBPT MEETING RESPONSIBILITIES** | | | | |
| **Month** | **Draft Agenda Items** | **Facilitator &Time Keep** | **Scribe** | **Snacks** |
| September | SCEP goals  Data overview | Teacher | Amanda Purver | Teacher |
| October | Data Review – attendance  PD Update  SCEP check | Parent | Amanda Purver | Parent |
| November | Data Review – attendance; NWEA; discipline  PD Update  SCEP Check | Administrator | Amanda Purver | Administrator |
| December | Data Review – attendance; report card; discipline  IB Program Update  SCEP Check | Teacher | Amanda Purver | Teacher |
| January | Data Review- attendance; discipline  SCEP Check | Parent | Amanda Purver | Parent |
| February | Data Review – attendance; report card; NWEA; discipline; | Administrator | Amanda Purver | Administrator |
| March | Data Review- discipline; attendance  Staffing update/budget  Teacher Transfers  SCEP Check | Teacher | Amanda Purver | Teacher |
| April | Data Review – attendance; discipline  SCEP check | Parent | Amanda Purver | Parent |
| May | Summer PD  SCEP Check/goal setting | Administrator | Amanda Purver | Administrator |
| June | Data review – NWEA; discipline; promotion  PD plan  SCEP update | Teacher | Amanda Purver | Teacher |