**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
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|  | **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
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|  | **5** | PD Update – upcoming and Dec. ½ day | LoWanAll  | * 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
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|  | **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 monthIce cream social with technology lesson for parents scheduled November 16thHouse 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 goalsData overview | Teacher | Amanda Purver | Teacher |
| October  | Data Review – attendancePD Update SCEP check | Parent | Amanda Purver | Parent |
| November | Data Review – attendance; NWEA; disciplinePD UpdateSCEP Check | Administrator | Amanda Purver | Administrator |
| December | Data Review – attendance; report card; disciplineIB Program UpdateSCEP Check | Teacher | Amanda Purver | Teacher |
| January | Data Review- attendance; disciplineSCEP Check | Parent | Amanda Purver | Parent |
| February | Data Review – attendance; report card; NWEA; discipline; | Administrator | Amanda Purver | Administrator |
| March | Data Review- discipline; attendanceStaffing update/budgetTeacher TransfersSCEP 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; promotionPD planSCEP update | Teacher | Amanda Purver | Teacher |