|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Topic** | **Lead** | **Discussion Notes/Action Item** |
| 5 | **Review of Minutes** 12.3.2013 | All | Minutes approved |
| 15 | **Overview of State Visit***March 25-26, 2014* | Dee | Dee reviewed the timeline for the state visit. Teachers and students did a survey last year. Parents will participate this year; reviewers will meet with them. We need to make sure lesson plans are accessible, as this was an issue at the last visit. Reviewers walk around the school independently. Last year’s rating was “developing”. |
| 15 | * **IB Assessment Policy**
* **Report Card Samples**
 | Julie/Robin | Julie reviewed IB grading. 10 point rubrics will be used based on assessment criteria. Classes give summative assessments at the end of each marking period (4 marking periods). Robin reviewed requirements for HS graduation. Academic honesty is stressed. |
| 10 | **Statistics on Discipline** | Julie/Dee | Data is difficult to interpret because the rules for ISS/out of school suspension change during the year and from year to year. We are top heavy with middle schoolers now and we have a very large building. We could benefit from another administrator to support building discipline.  |
| 5 | **Neighborhood Safety Update** | Dee | There has been an increase of police presence after school. There is a security van in the parking lot in the morning. One meeting regarding neighborhood safety took place. There has been gang activity around school.  |
| 5 | **\*\*\* NEW Pre-K Class\*\*\*** | Dee | Full day Pre K will start Feb.3rd. The teacher’s lounge will be a temporary ISS and then become a lounge/conference room. ISS will possibly move to SWAN. 6th grade will move to the ISS room, Vasquez-Ramerez will move to the old 6th grade room and Pre K will go into her room. They will use the hallway bathrooms by the cafeteria. Next year there will be boys and girls bathrooms on the hall. We don’t know if we will have the Pre-k next year. The teachers are assigned and supervised by downtown. |
| 5 | **Set next agenda** | All |  |
| 5 | **Good News & Celebrations** | All |  |
| **Next Meeting – Tuesday, February 11, 2014 @ 5:30 PM** |
| **Time** | **Topics** | **Lead Person Responsible** |
|  | SWPBS classroom vs. office managed behaviors |  |
|  |  |  |

**School Based Planning Team Meeting**

**2013-2014**

**Agenda**

 January 14, 2014

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Facilitator** | **Minutes/Scribe** | **Time Keeper** | **Refreshments** |
| December | Deasure Matthew |  |  | Deasure Matthew/ Others? |
| January | Michael Brundage | Nancy Gossin |  | Julie |
| February 11th  | Julie | Amanda | Jeff | Trista |
| March | Julie Roselli |  |  |  |
| April | Nancy Gossin |  |  |  |
| May | Jeff Sciortino |  |  |  |
| June | Deasure Matthew |  |  |  |

**School Based Planning Team**

**2013-2014**

**Sign-in Sheet**

 Meeting Date: 1-14-14

|  |
| --- |
| **SBPT Members Signature**  |
| 1 | Michael Brundage  | Teacher | x |
| 2 | Robin Lavergne  | Teacher | x |
| 3 | Nancy Gossin  | Teacher | x |
| 4 | Tammie Lezeska | Teacher | x |
| 5 | Amanda Purver | Teacher | x |
| 6 | Jeff Sciortino | Parent | x |
| 7 | Fred Tanskley | Parent | x |
| 8 | Adho Magee | Parent |  |
| 9 | Trista Wilson | Parent | x |
| 10 | Deasure Matthew  | Admin | x |
| 11 | Julie Roselli | Admin | x |
| 11 |  |  |  |
| 12 |  |  |  |
| **Visitors** |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |