**School Based Planning Team**

**Meeting Agenda**

9/27/2018 @ 2:15 Parent Conference Room

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| **Time** | **Topic** | | **Lead** | **Discussion Notes/Action Item** |
|  | **1** | Kudos/Celebration | All | * Great start to school year * Scholars are finishing beginning of year assessments. * Great to have Dr. Matthew on the 2nd floor |
|  | **2** | Program update (data; enrollment; grow out; interventions) | Dee | * Dr. Matthew sent data in email * Overall small improvement * K-6 met and got results of NWEA or NYS tests and AIS plan templet for 1s and 2s * 7/8 teachers got the data * Enrollment 590 students (all grown out) * We will lose a staff member next year if we don’t pick up another class (preK or K) * We will work with building committee to write to the board of ed regarding our need for space in the building |
|  | **3** | Superintendent’s Conference Day | Dee | * Next Friday; district based |
|  | **4** | PD update | LoWan | * Approve ASD collegial book circle * Restorative practices collegial will be offered * Lori Locker scheduling MYP and PYP PDs * No late busses available for after school activities |
|  | **5** | House update | LoWan | * Every child grades 4-8 assigned to houses * Ms. Brown will assign k-2 classes to houses to be part of the process. They will decide at grade level meetings |
|  | **6** | Referral Process | Dave/LoWan | * New referral process in google docs * No suspensions so far this year * We also have a positive referral form |
|  | **7** | Monthly Campus meeting with EC | Dave | * Our admin will meet 2nd Tuesday of each month with admin from Early College to work more harmoniously * Both building committees will meet together to discuss building wide issues |
|  | **8** | Order of Business – SBPT protocol and bylaws | Dee/all | Discuss roles – scribe; meeting dates; agenda leaders;   * We will meet 4th Thursday of every month * Dr. Matthew will send a schedule * Mike and Robin will update data and academics * LoWan update PD * Cassandra update the SCEP and PYP * David update climate * Parents update PTO * Nancy will scribe |
|  | **9** | Parent update –   * PTO team/meetings * Title 1 Plan | Parents | PTO – PAWS (Parents Always Willing to Serve)   * LoWan and Dee met with PTO officers last week * We have $4882 from Title 1 to fund parent activities * Discussion ensued regarding the way funds are budgeted * Teachers can petition PTO for funds for school activities. There is a form to fill out (example – pay for t shirts or sponsor scholars on fieldtrips) * Dee will send robo call out for PTO meeting next Friday 10/5 * Meeting 10/12/18 at noon to discuss title 1 budget spending |
|  |  | Anything else? |  | * Playground will be fixed eventually * We will get a new electronic sign in the front of the building |
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| X=Present **ATTENDANCE** | | | | | | |
| x | LoWan Brown | Admin | x | Pamela Francis | RAP |
| x | David Dorsey | Admin |  | Robin Lavergne | Teacher |
| x | Deasure Matthew | Chair | x | Nancy Gossin | Teacher |
| x | Christy Nelson | Parent | x | Cassandra Dearring | Teacher |
|  | Tiaira Collins | Parent | x | Michael Iodice | Teacher |
| x | Aixa Cardenas (Grandma) | Parent |  |  |  |