**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
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|  | **3** | Superintendent’s Conference Day | Dee | * Next Friday; district based
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|  | **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
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|  | **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
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|  | **6** | Referral Process | Dave/LoWan | * New referral process in google docs
* No suspensions so far this year
* We also have a positive referral form
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|  | **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
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|  | **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
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|  | **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
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|  |  | 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 |  |  |  |