

*School Based Planning Team: Henry Hudson School #28  
Rolling Agenda for 2019-2020 School Year*

## Work Plan

Meeting Date	Objectives for this Meeting	Next Steps to Complete in time for this Meeting
12/5/19	<ul style="list-style-type: none"> <li>I understand the quarterly report submitted well enough to explain to peers.</li> <li>I will understand PD requests.</li> <li>I can understand the parent engagement rubric to ensure everyone is doing their part.</li> <li>I can understand the community schools rubric and where our school is in the process.</li> <li>I can review the power point that will be presented to the state on Dec. 11<sup>th</sup>.</li> <li>I can Review and vote on Title 1 money</li> </ul>	<ul style="list-style-type: none"> <li>Make copies of the quarterly report submitted to the state.</li> <li>Pass out PD Requests for SBPT members to review.</li> </ul>
1-9-19	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Pass out PD Requests for SBPT members to review.</li> </ul>

*12/5/19*

## Roles

Facilitator	Time Keeper	Note Taker	Minutes Approved By	Next Steps Tracker	Next Meeting
Ladd	Ventura	Doell		Speranza	1-9-19

## Minutes

Time	Mins.	Activity
4:00	5	Check-in: Read aloud of the Norms
		Objective: I can review and vote on Title 1 money. Table the topic of the 6 <sup>th</sup> grade moving up ceremony. The budget is approved.
		Objective: <ul style="list-style-type: none"> <li>I understand the quarterly report submitted well enough to explain to peers. We looked at the report and discussed our ability to explain it to others.</li> </ul>

	10	<p><b>Objective:</b></p> <ul style="list-style-type: none"> <li>I will understand PD requests.</li> </ul>
	15	<p><b>Objective:</b></p> <ul style="list-style-type: none"> <li>I can understand the parent engagement rubric to ensure everyone is doing their part. We have to hit 19 of the 21 indicators. 90%</li> </ul> <p>We have hit many areas already but we need to maintain the indicators we have already hit and continue to work towards the indicators that are included for Phase 2 and Phase 3.</p> <p>Ms. Ladd will send out the Phases of Implementation Tenet 6 so all teachers can review what the expectations are.</p>
	10	<p><b>Objective:</b></p> <ul style="list-style-type: none"> <li>I can understand the community schools rubric and where our school is in the process.</li> </ul> <p>The Rubric shows the list of the organizations that we currently have and the mandated organizations that we still need to receive.</p> <p>We are a community schools model and we need to show that we are meeting the indicators by January. This is a problem because we don't have a community schools site coordinator (which according to the rubric has to be a full-time position) and the funds, time, resources and manpower to ensure all indicators are met by January.</p> <p>Can we work with other Community schools to share a coordinator?</p> <p><b>The rubric has been discussed but until we find out about the receivership status due to the budget crisis, we are moving along with the limited resources that we have.</b></p>
		<p><b>Objective</b></p> <ul style="list-style-type: none"> <li>I can review the power point that will be presented to the state on Dec. 11<sup>th</sup>.</li> </ul> <p>The power point is still a work in progress and will be completed soon.</p>
		<b>Review next steps and objectives of next meeting</b>
		<p><b>Discuss what worked well about this meeting and what we would like to change next time</b></p> <p><b>Plus:</b> listened to each other and worked cooperatively to come up with solutions, positivity considering we are dealing with, clarified to be on the same page to bring to other members and other teams</p> <p><b>Delta:</b> time management, continue to stay positive, things could be chunked more at these meetings (so longer time to talk about a few topics), ability stay on task, documentation in color ahead of time, talking over one another</p>
		<p><b>SBPT upcoming Dates:</b>  <b>Thursdays (4-5:30)</b>  <b>Snacks</b>  <b>Jan. 9<sup>th</sup></b> (Thoresen and Morrow) <b>Feb. 6<sup>th</sup></b> (Ladd and DeWitz) <b>Mar. 5<sup>th</sup></b> (Speranza and Schmidt)  <b>Apr. 2<sup>nd</sup></b> (Doell and Nelson) <b>May 7<sup>th</sup></b> (Ventura and Burleigh) <b>June 4<sup>th</sup></b> (Polonia and Harrington)  <b>June 18<sup>th</sup></b> (Ms. Ladd)</p>

## *Attendance and Members*

	7/26	8/22	9/19	10/3	11/7	12/5							
<b>Admin</b>													
S. Ladd	X	X	X	X									
J. Dewitz	X			X		X							

B. Harrington	X	X	X	X		X							
D. Polonia		X	X	X		X							
<b>Teachers</b>													
C. Doell	X	X	X	X		X							
K. Nelson	X	X		X		X							
J. Ventura	X		X	X		X							
K. Schmidt		X	X	X		X							
D. Speranza		X	X	X		X							
C. Morrow		X	X	X		X							
B. Constantino(RTA)		X											
M. Golder			X										
K. Thoresen (RTA)			X										
S. Burleigh				X									
D. Crownmiller(RTA)						X							
<b>TA/Para</b>													
<b>Parent Liason</b>													
Carmen Torres													
<b>Parents</b>													
J. Moughan			X			X							
Mr. Williams													
<b>Guests</b>													

## Archived Meetings

Meeting Date	Objectives for this Meeting	Next Steps to Complete in time for this Meeting
7/31/19 (2:00)	<ul style="list-style-type: none"> <li>I can identify key components of our quarterly review.</li> <li>I can align my day to day work with our instructional priority.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
8/22/19 (1:00)	<ul style="list-style-type: none"> <li>I can review, explain and highlight the Tenet 6 rubric.</li> <li>I can review our data from the 19-19 school year.</li> <li>I can explain the Rochester Instructional Learning Framework.</li> <li></li> </ul>	<ul style="list-style-type: none"> <li>Read and look at the instructional part of the Quarterly Report.</li> </ul>

<p><b>9-19-19</b></p>	<ul style="list-style-type: none"> <li>● I can review the flow chart of the various teams that are supporting our instructional work.</li> <li>● I can review the indicators for Receivership and discuss our goals and targets for the 19-20 school year.</li> <li>● I can review the data-wise district initiative and introduce the Step One Rubric.</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>
<p><b>10-3-19</b></p>	<ul style="list-style-type: none"> <li>● I can understand the data inventory for #28 School well enough to explain to my peers.</li> <li>● I can explain the instructional inventory to my peers</li> </ul>	<ul style="list-style-type: none"> <li>● Copy the data inventory for all team members.</li> <li>● Create a tool to capture the instructional inventory.</li> </ul>

Cut row from the "Upcoming Meetings" table at the top of this document once a meeting is over and paste here to create a record of completed tasks and objectives for this series of meetings.