

2019-20
#35 School Based Planning Team Agenda and Minutes

10/16/19

| Member | Attendance |
|----------------|------------|
| Torres-Santana | Present |
| Holberton | Present |
| Joseph | Absent |
| Kalbfus | Present |
| Rice | Present |
| Santiago | Present |
| Lezeska | Present |
| Stein | Present |
| Quinones | Present |
| Surita | Absent |
| Gonzalez | Absent |

| Agenda | Time | Discussion Points | Action Taken/Person Responsible | Due Date |
|-------------------------|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|------------------------|
| Meeting dates and times | | <ul style="list-style-type: none"> ● 8:15-8:45 am ● 1st and 3rd week every month (one will be in the afternoon to accommodate parents' schedules, will start this when we have a commitment from parents) | | Next meeting:: 11/6 |

| | | | | |
|--------------|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|-------------|
| Super's Day | | <p>BTS - positive feedback</p> <p>Team comments - drill went well, potential pitfalls discussed, good to get out in the community</p> <p>Stein - shared out parade that used to occur in past years, neighborhood members would observe</p> <p>Community/school-wide read</p> | <p>Read Across America Committee & Val to explore options</p> | |
| SCEP | | <p>Readout recommendations</p> <p>SCEP Plan needs to be posted on #35 website and GC</p> <p>Morning meetings to occur daily</p> | <p>Kalbfus/Cordero</p> | |
| NYSESLAT | | <p>Testing procedures need to be in place for the duration of test - speaking portion of test can take 1 day for 3-4 kids</p> <p>Options for alternative testing locations discussed - computer labs and/or use of noise-canceling headphones</p> <p>Bilingual teachers who are trained on Brigance needed to baseline test 3 new K's in Ontiveros</p> | <p>Test administrators to begin to develop relationships</p> <p>Lugo</p> | |
| Lesson Plans | | <p>Need to be printed and accessible</p> <p>Students to be knowledgeable of learning targets</p> | <p>All to communicate to constituents</p> | |
| Next steps | | <p>SCEP Review at the next meeting</p> <p>Grade level meeting facilitation by grade level team leads</p> <p>Clarification of leadership team vs SBPT role/function</p> <p>PD/Grade Level Survey to staff</p> | <p>All SBPT</p> | <p>11/6</p> |