

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

10/2/19

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

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 commitment from parents) 		Next meetings: 10/16, 11/6
Super's Day		October 11 9 Opening 9:30-12pm Agenda: co-teaching model presentation, BTS will share with presenters (2.5 hrs)	District	

		<p>12:00-1pm Lunch/Break</p> <p>1-3pm Evacuation drill - all staff, community building activity on the way back from the evacuation site (primary and intermediate going to different locations)</p> <p>Make and take when we return on items needed to bring during drill (backpack?) (2 hrs)</p> <p>Hispanic Heritage cook-off: all staff to contribute an item</p>	Surita/Brenda	
Hispanic Heritage		<p><u>Events</u> Door decorating contest has begun - ends 10/18 when doors will be judged (Naz students to judge)</p> <p>Cook-off on Super's Day</p> <p>Display case - Hispanic items/artifacts</p>	Tricia	
Open House/Curriculum Night		<p>Pictures of families to be displayed outside cafeteria - School #35 Instagram wall</p>	Tammie/Tricia	
Writing Portfolio		<p>CRTs turning in; Amy to provide direction on rubrics to primary</p>	CRTs, Amy Joseph, admin (collecting)	
Next steps		<p>SCEP Review at next meeting</p>	All SBPT	