

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

9/11/19

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

Agenda	Time	Discussion Points	Action Taken/Person Responsible	Due Date
Meeting dates and times		<ul style="list-style-type: none"> ● 8:00-8:45 am ● Every other week ● 1st and 3rd week every month 		Next meetings 9/11, 10/2, 10/16 (note: 9/25-no meeting)
Super's Day		October 11 Evacuation drill - all staff Jason Willis Balanced literacy-reading curriculum maybe changing-inclusive in our culture	District	

Follow up PD Independent Learners		Amy & Eileen to work on modifying PD for ELA that will be offered during summer institute and propose to team, survey for preferences to go out 9/3	Meeting tomorrow 9/12/119-next steps-meeting the following week with everyone-discuss how to get another cohort going Bilingual- continue meeting-and touchingbase 1:1 with individuals who couldn't attend	
Hispanic Heritage		Events-?	Tricia	
Open House/Curriculum Night		Request- to be more informal so students can come and go-families w/ multiple siblings it allows them to attend all classes Parent volunteer form	Classroom teachers-share out what they are doing in their classrooms (curriculum), get parents to volunteer for specific classroom activities. Surita will put volunteer forms in mailbox & email out	
Next Steps: Writing Portfolio		Cover sheets, clarify writing pieces	SBPT team-solidify & send out information	