**The School-Based Planning Team Agenda and Minutes**

**DATE: 5/10/19**

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| **Brenda Torres-Santana**  *(Tenet 2)* | x | **Jamie Bickom**  *(Grades 3 & 4)/Tenet 3* |  | **Karen Bernard**  *(Special Ed & Related Services/Tenet 4)* | x | **Amy Joseph**  **Grade 2/Tenet 4)** | x |
| **Valerie Holberton**  *(Tenet 2)* | x | **Tricia Gonzalez/Jamie Stein**  *(Grades K & 1)* | x | **Marci Kolstad&Des Doran**  *(Grade 5/Tenet 5)* |  | **Arlene Surita**  *(Tenet 6)* |  |
| **Desiree Doran**  *(RAP&Bente/Tenet 5)* | x | **Eileen Kalbfus**  *(Grade 6 & Specials/*  *Tenet 3)* |  | **Judith Quinones***(Bilingual & ESOL/Tenet 4)* |  | Miss Becky *(Parents/Tenet 6)* |  |
| TRACY WILSON  *(Parents/Tenet 6)* |  | BRENDA THOMPSON  *(Parents/Tenet 6)* |  | MIRIAM SABATER  *(Parents/Tenet 6)* |  |  |  |

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| **Agenda Item** | **Time** | **Discussion Points** | **Action Taken/Person Responsible** | **Due Date** |
| Data meetings | 11:00am | Data meetings to start on May 20- discussed schedule, SWAT members to attend meetings, and classroom teacher coverage.  Need to get District sub on May 21st, and 29th.  Discussed what teachers to bring to data meetings: Tier ⅔, updated intervention logs, Winter to Spring Growth, AW Individual Monitoring Graph  Google Link sent to teachers. | Admin  SWAT  classroom teachers | May 20th |
| Benchmark #3 | 11:30am | Discussed K-3 and 4-6 schedules.  4-6 starting May 13th  K-3 starting May 20th  Google Link sent to teachers. | admin  SWAT  classroom teachers | May 13th  May 20th |
| **SCEP Plan** | 12:20pm | Eileen and Amy shared out information from meeting they attended.  New Template, broken into various tabs, 2 time periods with a reflection period mid year. August 2019-January 2020; February 2020-June 2020  Evidence Based Intervention tabs- as a TSI school we have to go with a State Recommendation- go to link in document to retrieve a recommendation.  PLC choice seems to be best option for our school.  Possibly selecting a research based book(Collaborative Text) on Differentiated Instruction- 2 different books- using different sections for GLTM themes. Pick one strategy- done well  Start work on SCEP- ELA and Math sections of SCEP need to be completed. Suggested ways to implement PLC choice:  GLTM, Learning Walks, Data Meetings.  Worked on SCEP goal for ELA…  Based on DTDSE review …”Based on NYS review and recommendations, establish, communicate, implement, and refine procedures and protocols consistent with our building goals through Professional Learning Communities and data driven instruction.”  Discussed percentage of growth rate  Set timelines for achieving goals- see SCEP plan for further details | SBPT | May 17th |
| **Next Meeting:**  Wednesday May 15 @8:15 |  |  |  |  |
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