

The School-Based Planning Team Agenda and Minutes

November 1, 2017

Brenda Torres-Santana <i>(Tenet 2)</i>	x	Tammie Lezeska <i>(Grades 3 & 4/Tenet 6)</i>		Tania Giorgis <i>(Special Ed & Related Services/Tenet 4)</i>	x	
Valerie Holberton <i>(Tenet 2)</i>	x	Karen Bernard <i>(Grades K & 1/Tenet 3)</i>	x	Marci Kolstad <i>(Grade 5/Tenet 5)</i>		Arlene Surita <i>(Tenet 6)</i>
Desiree Doran <i>(RAP&Bente/Tenet 5)</i>	x	Shanta Rutland <i>(Grade 6 & Specials/ Tenet 3)</i>	x	Judith Quinones <i>(Grade 2 & ESOL/Tenet 4)</i>	x	Melissa Dozier <i>(Parents/Tenet 6)</i>

Agenda Item	Time	Discussion Points	Action Taken/Person Responsible	Due Date
SCEP Plan	8:15	Ideas/Suggestions for Tenet 3: staff meeting <ul style="list-style-type: none"> • Data Binders 	<ul style="list-style-type: none"> • Karen Bernard shared 	
Agenda for Next Meeting	8:40	<ul style="list-style-type: none"> • Tenets 6 & Tenet 2 be prepared to present (Lezeska & Surita) • Mrs. Surita shared that parent surveys have been shared with families. • Working to build community partnerships. • Coffee with the Principal • November 15th: Getting to know you! Supporting our new families from Puerto Rico. 5:00-7:00 • Bingo for Books: Thursday, November 16th 	<ul style="list-style-type: none"> • Blanket Drive: Teachers-donation; Snuggie • Surita & Judith-agency support show • Dunkin Contact: Valerie • Lydia's closet • Fireman-Dez will follow up • Church support. 	
Other	8:45	<ul style="list-style-type: none"> • SBPT will meet 1x/monthly from this point out • Writing Portfolio Requirements: Baseline, Narrative, Poetry, Informational, Persuasive, Response to Literature • SBPT will go back to constituents to determine what student work should be in a "student work portfolio" in addition to the writing portfolio • Remind constituents that last year at this time 18/23 classrooms had lesson plans out and visible. Another benchmark will be upcoming to measure our growth. 	<ul style="list-style-type: none"> • Three pieces of writing benchmarks: Information, Persuasive and Narrative. • Although 	Notify Ms. Holberton by Friday, October 13 th .

		<ul style="list-style-type: none">• PD Requests: Roslyn Aaron: 20 hours; NYS ELA Rangefinding• Yanisvel Cordero: Google Classroom Mini Institute: 5 hours• Utilizing Compass Learning Stations; 1 hour; Summer Institute	<ul style="list-style-type: none">• All approved	
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