

School-Based Planning Team Agenda and Minutes

Anaida Fortiche	x	Roslyn Aaron	x	Maria Petrella	x	Stephanie Ribis	
Valerie Holberton	x	Yanisvel Cordero	x	Jamie Bickom		Ashley Greenman	x
Carla Rivera	x	Jeremy Trifeletti	x				

Agenda Item	Time	Discussion Points	Action Taken/ Person Responsible	Need for Follow-up
	8:05	<ul style="list-style-type: none"> • Presentation of SCEP to parents during open house • Powerpoint presentation <ul style="list-style-type: none"> ○ Parents will / Teachers will / Students will ○ Tenet 2 – Fortiche and Holberton ○ Tenet 3 – Bickom and Ribis ○ Tenet 4 – Petrella and Aaron ○ Tenet 5 – Cordero and Rivera ○ Tenet 6 – Trifeletti and Greenman • Highlight attendance goal so parents understand <ul style="list-style-type: none"> ○ Work with Trifeletti ○ Look for patterns • Information will also be shared with parents during curriculum night, in the newsletter, at PTO events, robocalls and the school website will be updated 	<i>SBPT</i>	
Approval of PD		<ul style="list-style-type: none"> • Wednesday PD on the Code of Conduct for 2 hours instead of 1 • Will be sent for approval 		
Committee Share out		<ul style="list-style-type: none"> • n/a 		
SCEP Monitoring/ Evidence Gathered		<ul style="list-style-type: none"> • n/a 		
Other		<ul style="list-style-type: none"> • Discussed inviting another parent to join the SBPT, Greenman will work with the PTO to begin inviting those parents first 		