

## **SBPT MEETING**

**October 17, 2018**

TEAM MEMBERS PRESENT: B. Torres-Santana, V. Holberton, T. Gonzalez, A. Surita, K. Bernard, D. Doran, J. Bickom, A. Joseph, E. Kalfbus. J. Stein

### MINUTES:

1. Jamie B. motioned to have SBPT meetings every week to keep up with state recommendations and other concerns. Amy seconded the motion. All team members agreed to move SBPT meetings to every Wednesday at 8:15am in the library.
2. Work on SMART goals for SCEP (see Google Doc)

**Tenet 2:** Administration developed 3 walkthrough forms to target state suggestions.

1. Student engagement
2. Learning Targets and Lessons Plans (posted and readily available)
3. Differentiation (4 centers of learning)
4. ENL strategies (forthcoming)

Admin tested forms to see if they worked- some did. Eileen to help. Val will cut and paste documents to share with staff.

Admin will create 4th walk through form after SCEP goal has been created with ESOL teacher support(the goal is created with ESOL teacher support)

Walkthrough Schedule: Admin will do at least 2 walkthroughs(2 classrooms) every day. Provide 2 pieces of feedback/suggestions (actionable: This is what we want you to do in addition to...) State wants 2 actionable pieces of feedback provided after each walkthrough. SBPT should touch base with constituents to clarify walkthrough-feedback process based on state recommendation.

Amy asked if the elements for the walkthrough focus can be shared with staff. Eileen seconded the motion, Tricia supported in third.

Walkthrough focus: State recommended for students to be more engaged in conversation/dialogue with each other (i.e. centers). When are the most times students will be sharing? Admin would like to come in when students are going to be sharing so they can provide feedback based on the state recommendation. Val suggested putting a google doc out for teachers to fill in when students will be engaged in conversation with each other. Jamie suggested having a schedule for administration to follow for when they conduct walkthroughs so teachers can be prepared. Then teachers can scaffold to implement suggestions from feedback.

**Next SBPT Meeting: Wednesday October 24, 2018 @ 8:15am**

**AGENDA: Continue SCEP Smart Goals discussion**

