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

**September 19, 2018**

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| **Brenda Torres-Santana***(Tenet 2)* | x | *(Grades 3 & 4/Tenet 6)* |  |  *(Special Ed & Related Services/Tenet 4)* |  | **Amy Joseph** | x |
| **Valerie Holberton***(Tenet 2)* | x | **Karen Bernard***(Grades K & 1/Tenet 3)* | x | **Marci Kolstad***(Grade 5/Tenet 5)* | x | **Arlene Surita***(Tenet 6)* | x |
| **Desiree Doran***(RAP&Bente/Tenet 5)* | X | *(Grade 6 & Specials/**Tenet 3)* |  | **Judith Quinones***(Grade 2 & ESOL/Tenet 4)* | x | ROSALYN RAMIREZ *(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** |
| **Curriculum & Open House** |  | * September 27; 5-7 pm. Grade Level Teams to put a power point together and have the option of presenting as a team or individually.

 \*sign in sheet \*parent teacher conference sheet \*volunteer form \*student work \*power point \*emergency forms \*how can parents can help at home \*classroom expectations (academic, behavior, clothing, homework, etc.)* Book Fair will be in progress
* A representative for social emotional wellbeing will be in attendance.
* PTO will have a table.
* Boy Scouts, RCSD Transportation, Girls Scouts and Fidelis Care, Rochester Public Library will be set up in the main hallway.
* SWAT team will have reading and math strategies for each grade level
 | Grade level teamsMrs. Fillmore & Mrs. RumfolaMrs. Surita, Mrs. DoranTricia-KJason-1st Amy-2nd gradeKaren-3rdNatalie-4th Eilenn-5thRoz-6th |  |
| **Data Profile Sheet** |  | * Data Profile Sheets must be completed in Google Docs after each benchmark
* Completion of this document will also be added to the checkout list at the end of the year.
 | Classroom TeachersSWAT Team will support the above grade levels | 2 weeks after each benchmark |
| **Curriculum** |  | * Houghton Mifflin 3-6 materials came, some missing pieces in 6th grade
* K-2 should continue to use the modules until materials come in.
* Houghton Miflin should be used as a resource. Grade Level Teams should work collectively to ensure that
* Jeff Mikols has confirmed that he will continue to provide pd for Zearn.
* Jeff Good is available to work in the classrooms alongside with teachers.
* Intervention teachers will be working with Lucy Calkins F & P
 | October 2nd CRT should directly reach out to J. Good for support.Mrs. Santana will send an email to clarify. |  |
| **PD Approval** |  | * Climate & Culture; 9/14/18-1 hour
* Long Range Planning Grades 1,2,3 Math word problems in Spanish-20 hours: SBPT would like to collect it perhaps on Google Classroom for school year.
* Better than Carrots or Sticks: Restorative Practices for Positive Classroom Management; Kolstad & Helen Bohme-Borelli will be facilitating
 | ApprovedApproved |  |
| **Membership** |  | * Nominations for members end at the close of the day.
* We were just notified that Tammie Lezeska has resigned her position; therefore, another position must be included in the ballot.
 | Union Representatives |  |
| **Writing Benchmarks** |  | * Writing Benchmarks are due to Mrs. Holberton, the red folder. After admin review, they should be returned to the student portfolio folders.
 | SBPT will speak to constituents. |  |
| **Agenda for Next Meeting** | 8:00 | Next Meeting Dates:* October 3rd & 17th
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