

School Based Planning Team Minutes

Date: August 29, 2017

Members Present: K. Guerand, R. Fendt, M. Cope, Y. Smothers, D. Lazio, J. Wertz, K. Henry, C. Grey

Time	Agenda item	Discussion	Action plan	Person responsible
	JA in a Day	<ul style="list-style-type: none"> • May 18, 2017 • Manning & Napier brought school supplies in as did St. Ann’s Home 	Written Science test is scheduled for 6/4/18 Practical Test will be 5/23	
	SBPT Meetings	<ul style="list-style-type: none"> • Last Tuesday of the month starting at 2:15 pm 		SBPT
	Parent Updates	<ul style="list-style-type: none"> • We have a few parents expressing interest, however jobs and other responsibilities impact their ability to participate consistently in SBPT meetings and other activities • An interest letter will be sent out to parents to increase our parent involvement. When returned, please place forms in Ms. Smothers mailbox. • If anyone is in need of a “room mother” or parent help, please let Ms. Smothers know. 	Interest letter will be created. Teachers will distribute to students and when returned given back to Smothers. Parental Survey will be created to support SCEP plan	Smothers
	PD Approvals	<ul style="list-style-type: none"> • There will be a 5 hour training for the Zean Math 101 program. Dates will be 9/11, 9/14, 9/18, 10/2, 10/6. • Reading Strategies PD, more details to follow • Writing Strategies PD, more details to follow • If you are taking PD’s that are not in True North, please complete the form for SBPT approval prior to attending the class. Keep in mind that we only meet once a month so please plan accordingly. 		SBPT
	Committees	<ul style="list-style-type: none"> • Deb will be sending out a sheet listing the committees and who is in each group. • SWPBS – group will continue to meet. Discuss 		SBPT Horton & Sperry Henry-SBPT liaison

		<p>splitting activities into K-2 group and 3-6 group</p> <ul style="list-style-type: none"> • Diversity – Plan Gallery walk or power point presentations for Hispanic Heritage (10/10/17) from 2:30 – 3:30) and Black History Month (2/28/17) from 2:30 – 3:30) • Family and Community Support – Breakfast with Santa and craft stations on 12/2/17 time TBA. Ziti Night – 3/6/18 4:00 – 5:30. Have make and take activities. School Wide Moving on Up activities – 6/12/17 from 2:30 to 3:30 • Social Committee – continue meeting as needed 	<p>10/10/17 is paired with Parent Teacher Conf. from 2:30-3:30. Classes will choose a project. It will be displayed in the gym during parent teacher conferences for parents to view. PP & picture presentations will be on a loop 2/28/18 – Classes will choose a person to focus on and complete a project. We will display in gym so parents can view. PP presentations will be on a loop</p> <p>3/6/18 is paired with Parent Teacher Conf. from 4:00 – 5:30. Sign-up sheets to help with the ziti will be available in increments to allow you have conferences and support the ziti supper.</p>	<p>Wertz, & Smothers are SBPT liaisons</p> <p>Grey Fendt SBPT liaison</p> <p>Farrell & Montstream Guerand & Cope SBPT liaison</p>
	<p>Parent Teacher Conferences</p>	<ul style="list-style-type: none"> • 10/10/17 – District scheduled 2:30 – 3:30 Paired with Hispanic Heritage Month • 11/20/17 – Monday from 2:30 – 3:30 • 3/6/18 – District scheduled 4:00 – 5:30 Paired with 	<p>Remember to have a sign in sheet for all conferences you have. If you will not be</p>	<p>SBPT</p>

		<p>Ziti Night</p> <ul style="list-style-type: none"> 6/12/18 – Tuesday 2:30 – 3:30 Paired with School Wide Moving On Up 	<p>conferencing at that time, you must let Deb know by 2 pm of the scheduled conference day.</p>	
	Title 1	<ul style="list-style-type: none"> Amount given and template needs to be completed to match up with parent activities 		Fendt & SBPT
	Half-Days	<ul style="list-style-type: none"> 9/29 – follow PM schedule 12/1 – follow AM schedule 2/2 – follow PM schedule 3/23 – follow AM schedule 6/1 – follow PM schedule 	<p>Continue Luncheon ideas from last year.</p>	SBPT & Social Committee
	Writing	<ul style="list-style-type: none"> Better Answers – Deb gave out these books. She included parts in the bulletin. It is a great resource to support writing Writing from the Heart Trait Crate, Lucy Calkins 	<p>Additional information will be given during 9/29/17 afternoon meeting.</p>	SBPT

Next Meeting Agenda and Roles:

9/26/17

Henry Snack
Wertz Facilitator
Guerand Minutes
Smothers Timekeeper