



FLOWER CITY SCHOOL 54
IGNITING MINDS, LIGHTING PATHS!

School-Based Planning Team - Running Agenda 2025-26

Date	Time		Location
Oct 9, 2025			Conference Room
Facilitator	Notetaker	Time Keeper	Next Step Tracker
D. Lawton-Greggs	S. Sookram		

School #54 Vision		<i>We believe in respect and equality.</i> <i>We believe in empowering all.</i> <i>We believe in us and our future.</i> <i>We can be anything we want to be.</i>	
School #54 Mission		<i>We promote a safe and caring learning environment where students can celebrate culture and diversity.</i> <i>Through restorative practices, we foster a community of collaboration where all are valued.</i> <i>We honor achievement and provide positive experiences to help all members of our Flower City School community develop deep-rooted talents and skills for continuous learning.</i>	
Meeting Objectives		<i>Participants will...</i> <i>Reflect on their leadership work and plan for continuous improvement.</i> <i>Apply questioning, facilitation, and decision-making strategies that facilitate adult learning and structure meaningful conversations that drive improvements in teaching and learning.</i> <i>Review the School Improvement Plan (SIP) to assess implementation progress and impact on student learning</i>	
Time	Min	Activity	Notes
	10	Welcome	- Sookram, Worden, Gamble, Hilbert, Wright, Young, O'Brien - Jennifer Martinez Cruz (visitor)
	10	SBPT	Future SBPT meetings:



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		Overview	• The SCEP plan will be our main focus this year • Our goal is to stay one month ahead of agenda items so that appropriate time will be given before votes. • Sometimes last minute meetings will need to be called. • Constituent Responsibility: ○ Kindergarten: Wright ○ 1st Grade: O'Brien ○ 2nd Grade: O'Brien ○ 3rd Grade: Gamble ○ 4th Grade: Gamble ○ 5th Grade: Young ○ 6th Grade: Hilbert ○ Essential Subjects: Worden ■ <i>ESOL, Speech, Psychology, counseling, SW</i> ○ Parents: Monique Shade ○ BENTE: Sookram ○ RAP: Tynisha
	10	Summer Updates	• NYS Test Scores
	5	Math Meetings	• 1 hour Release PDs ○ Math dept is paying for 2 subs to unpack the I-ready math program ○ Oct 21st ○ Nov 18th ○ Jan 6th ○ Feb 3rd ○ More dates TBD
	15	PLCS and Grade Level Meetings	Independent Grade Level Calibration: Needs to be consistent (Suggested agenda topics) Table for next mtg Proposed agenda: • Data Entry • Field Trips • Curriculum unpacking and planning • Pacing Review • SST Early Intervention Steps
	5	PDs	• School-Based 1-Hour Professional Learning Dates ○ Nov 12th ○ Jan 14 ○ March 11 ○ June 3
	10	Daily Lesson Plans	• For all departments (ESOL, speech, Intervention, etc.) ○ Include: Lesson Number, Unit Number, Lesson Topic, Learning Intention, Success Criteria) Table for next mtg



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ATTENDANCE	☒ Demitria Lawton-Greggs, Principal ☒ Stacey Sookram, Administrative Constituency ☒ Megan Gamble, Teacher Constituency ☐ Terri Hilbert, Teacher Constituency ☐ Maurice Young, Teacher Constituency ☒ Shannon O'Brien, Teacher Constituency ☐ Michele Worden, Teacher Constituency ☐ Carrie Wright, Teacher Constituency ☐ Monique Shade, Parent Constituency
NEXT MEETING DATE	SBPT Meetings: Nov 5th Motion to end: O'Brien & Gamble