



School-Based Planning Team - Running Agenda 23-24

Date	Time		Location
12/6/2023	4:00 - 5:00 PM		<p>TEAMS</p> <p>Join on your computer, mobile app or room device</p> <p>Click here to join the meeting</p> <p>Meeting ID: 245 518 429 697</p> <p>Passcode: edXqkN</p>
Facilitator	Notetaker	Time Keeper	Next Step Tracker
Demitria Lawton-Greggs			

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> <ul style="list-style-type: none"> • <i>Reflect on their leadership work and plan for continuous improvement.</i>



- Apply questioning, facilitation, and decision-making strategies that facilitate adult learning and structure meaningful conversations that drive improvements in teaching and learning.
- Review the School Improvement Plan (SIP) to assess implementation progress and impact on student learning

Time	Min	Activity	Notes
4:00-4:05		Welcome and Approval of last meetings minutes	<ul style="list-style-type: none"> • 11/8 review • P. Keene - Motion to adopt <ul style="list-style-type: none"> ◦ J. Plummer - Adopted
4:05-4:20		After School	<ul style="list-style-type: none"> • Approved by downtown as proposed by SBPT <ul style="list-style-type: none"> ◦ We need to take time to finalize it, but do not want to use an entire SBPT meeting for that ◦ Proposed additional meeting for individuals to volunteer to attend and finalize the plan <ul style="list-style-type: none"> ■ TEAMS meeting - Tuesday, December 19th 4:30 - 5:30 PM • Coordinator position <ul style="list-style-type: none"> ◦ Two applicants - A. Polino Ferris and F. Brown ◦ Need to review applications • Proposals for groups
4:20-4:30		SCEP	<ul style="list-style-type: none"> • Schedule Review for Koru Visit <ul style="list-style-type: none"> ◦ Visit on December 15th, 2023 ◦ Koru is a Harvard-based educational coaching firm that supports the process of Data Wise ◦ We have been identified as an exemplar school in our commitment to and success with this process by this firm and will be featured in an upcoming book of their research ◦ Expect 25 - 30 individuals from Harvard, district office from 9:00 AM to 3:30 PM ◦ They will visit every classroom up to twice during the day ◦ Fifteen groups of walkers ◦ D. Lawton-Greggs and A. Schmitt will be scheduling to ensure that all homerooms, Essential subject classes and related service providers are represented equitably ◦ Teacher and student interviews will take place as well during this day ◦ Rules of Engagement for Visitors <ul style="list-style-type: none"> ■ D. Lawton-Greggs - If a visitor is to come in a classroom, please give positive feedback to our staff ■ A. Polino-Ferris - Requesting that visitors attempt not to talk to students while instruction is taking place ■ D. Lawton-Greggs - Please take pictures of great work



			<p>and students as allowable by photo releases</p> <ul style="list-style-type: none"> ■ D. Lawton-Greggs - Please hold all feedback until the end of the sessions when we debrief in the library ● SCEP Tracker Review <ul style="list-style-type: none"> ○ It is up to date - updated in PLCs last week ○ Very intentionally recording and taking pictures to add evidence that supports our commitment to the SCEP goals ● SCEP Portfolio <ul style="list-style-type: none"> ○ Up to date on the internet
4:30-4:40		Leadership Team	<ul style="list-style-type: none"> ● Lifting Academic Discourse PD <ul style="list-style-type: none"> ○ This will take the place of a previously planned instructional leadership-titled PD
		PD Approvals	<ul style="list-style-type: none"> ● N/A
4:40-4:45		Instructional Communication	<ul style="list-style-type: none"> ● LETRS <ul style="list-style-type: none"> ○ Both administrators have been trained on LETRS ○ We are going to have ongoing conversations as a staff on how best to use these tools to instruct our students ● Grading <ul style="list-style-type: none"> ○ There has been a directive from Executive Cabinet in grades K-5 input grades into PowerTeacher Pro Gradebook ○ We have already asked IT and district leadership downtown to request training on how to do this in the K-5 grades, as you create assignments in a completely different place ● Parent Portal <ul style="list-style-type: none"> ○ Directive from ○ A. Schmitt - ○ E. Lansdowne - Can we add this to our agenda on Friday, December 8th so we can go through it together? <ul style="list-style-type: none"> ■ Add parent portal to PTSO agenda for next week ● Elf Competition
ATTENDANCE		<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Demitria Lawton-Greggs, Principal <input checked="" type="checkbox"/> Alison Schmitt, Administrative Constituency <input type="checkbox"/> Shannon O'Brien, RTA Constituency <input checked="" type="checkbox"/> Julie Plummer, Teacher Constituency <input checked="" type="checkbox"/> Angela Ferris, Teacher Constituency <input type="checkbox"/> Valerie Wylie, Teacher Constituency <input type="checkbox"/> Erin Blaine, Teacher Constituency <input checked="" type="checkbox"/> Erin Lansdowne, Teacher Constituency <input checked="" type="checkbox"/> Patricia Keene, Teacher Constituency <input type="checkbox"/> Maurice Young, Teacher Constituency <input checked="" type="checkbox"/> LaFonda Flagler, RAP Constituency 	