



FLOWER CITY SCHOOL 54
IGNITING MINDS, LIGHTING PATHS!

School-Based Planning Team - Running Agenda 2025-26

Date	Time		Location
Nov 6, 2025			Conference Room
Facilitator	Notetaker	Time Keeper	Next Step Tracker
D. Lawton-Greggs	S. Sookram	T Hilbert	S Lewis

		<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	2025-26 Plan: In-person w/ a link to join -need to meet once a month - Dec 3rd - Jan 7th - Feb 4th - Feb 25th- SBPT/BCPT meeting - March 4th



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			○ April 8th ○ April 15th (Interviews for teachers) Virtual (4:30-7:30) ○ May 13th ○ June 3rd ● Motion to begin ○ Shannon 1st ○ Terri 2nd
	10	Survey Fall Review	● Commitment Family Survey Results ○ Data will be sent to the Attendance team ○ Dec Winter Survey- what should be added?
	10	Score Updates	● NYS Growth Report ● ELA and Math Growth: 4's across the board ● Attendance- Come up with something to show that attendance matters ○ Parents have a lot going on- how can they stay involved? ○ Ways to keep parents in the building and connected... ○ How can we include community outreach?
	15	PLCS and Grade Level Meetings	Independent Grade Level Calibration: Proposed agendas: ● Data Entry ● Field Trips ● Curriculum unpacking and planning ● Pacing Review ● SST Early Intervention Steps ● Lesson planning ● <i>And not limited</i>
	5	PDs	● School-Based 1-Hour Professional Learning Dates ○ Nov 12th Staff ○ Dec 10th- District ○ Jan 14th Staff ○ Feb: District ○ March 11th- Staff ○ May 6th- District
	10	Daily Lesson Plans	● For all departments (ESOL, speech, Intervention, etc.) ○ Include: Lesson Number, Unit Number, Lesson Topic, Learning Intention, Success Criteria) ○ What happens with a sub lesson? ○ Can we create a template? ■ Constituency feedback requested via reps
	10	Title 1 Parent Engagement	● https://docs.google.com/presentation/d/1dpJhUVwjH9NYd54bbBHURdxloYBARJ300ugBR_5Jzrk/edit?usp=sharing ● Motion to Approve: all approved
ATTENDANCE		☒ Demitria Lawton-Greggs, Principal	



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- ☒ ~~Stacey Sookram, Administrative Constituency~~
- ☒ ~~Megan Gamble, Teacher Constituency~~
- ☒ ~~Terri Hilbert, Teacher Constituency~~
- ☒ ~~Carrie Wright, Teacher Constituency~~
- ☒ ~~Shannon O'Brien, Teacher Constituency~~
- ☐ Tynisha Bradwell, RAP Constituency
- ☒ ~~Monique Shade, Parent Constituency~~
- ☒ ~~Shakeem Lewis, Parent Constituency~~
- ☒ ~~Maurice Young, Teacher Constituency~~

**NEXT
MEETING
DATE**

ATTENDANCE TEAM CHECK-IN QUESTIONS:

- Kinder requirements
- What research and information is being sent to parents regarding the importance?
- What percentage of the chronically absent are buses and walkers? What area?
- Why can't every student get a bus?
- Which grades are the worst?
- How will you communicate the importance of attendance to the grade level?
- Can we plan an attendance blitz?
- print attendance letters out for the Friday folders as well

LESSON PLAN FORMAT (LONG RANGE PLANS)

Motion to End: O'Brien
Lewis