**School – Based Planning Team Minutes**

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| Present: S. Murrell Dilbert, D. Quamina, L. Fox, , L. Wess, K. Elliott, Chris Passamonte, D. Harrell  Excused: K. Hooker Absent: D. Spafford, T. Houston, B. Collins, N. Cave,  R. Hawkins | | |
| **Timekeeper**  Everyone | **Facilitator**  Everyone | **Minute Taker**  Chris Passamonte |

**February 27, 2020**

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| **Agenda Items** | **Minutes** | **Notes** |
| 1. Approval of Minutes | 1 min. | January 23 minutes were approved by L. Fox and seconded by Kristine Elliott |
| 2. Celebrations / school events | 7 min. | 1. Black History Banquet – rescheduled to March 5. 2. Black History Assembly with School #10 – February 28th 3. Peace Week – End of May    * Volunteers needed to help organize event 4. Open house / new building Celebration for parents and students. – Fall 2020 |
| 2. Walk Through - 2/25/20 | 10 min | 1. Walk through went great! Learning targets were visible and progress and growth was noted by our Chief.    * We are TSI School.    * If we can improve our Hispanic / Latino scores we will move into good standing while still keeping focus on all our students’ scores.    * Teachers should be keeping a portfolio of benchmark pieces for each student.    * Saw more student to student interaction utilizing the learning targets. |
| 3. Parent Involvement | 10 min. | 1. PTO – Looking for both teachers and parents to join and support. 2. Family Fun Night / Parent Teacher Conferences. March 3  * 60 people have responded so far for attendance. * Please communicate with parents and encourage to attend.  1. Junior Achievement Day – April 24 2. Mother’s Day workshop / breakfast – May 7 3. Father’s Day workshop / breakfast – June 18 4. Father’s workshops are under construction 5. Add mother’s group and parent room – Fall 2020 |
| 4. SCEP | 10min | 1. Chronic absenteeism. Need to report absent students to Sharon and Dwana for follow up. Dwana will call each absent student’s home on days she has a chance, but it may not be every day so teacher follow up is needed. Students who are regularly present and are absent, investigate right away. Students who have some absences report after 2 consecutive days. Once reported, immediate call after every following absence.    * Would like to celebrate students who have dramatic improvement on attendance. |
| 5. Quad A | 5 min | 1. Quad-A enrollment has dropped from 34-22 students.    1. Let’s reach out to parents to find inquire why students are dropping out.    2. The April Quad A Camp should increase enrollment |

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| Next meeting Date: March 19, 2020 |