

# SCHOOL BASED PLANNING MEETING AGENDA

## Edison Career & Technology High School

Monday, August 31, 2020

4:00PM - 5:30 PM

Edison Career & Technology High School, 655 Colfax Street, Rochester, NY 14606

**Facilitator:** Jacob Scott, Principal

**Time Keeper:** Andrea Seckel

**Note Taker:** Sandhya Gupta

**Attendees:** Jacob Scott, Babette Phillips, Sandhya Gupta, Teresa Parker, Latresha Fuller, Tracey Reimer, Shaun Rodriguez, Andrea Seckel, John O'Neil, Robert Goldsberry, Charmaine Cohen -Johnson

**Agenda:**

- Welcome Back and Introductions
- Edison Campus Updates
- Edison Campus Distance Learning Plan
- Superintendent's Day
- School Based Planning
- Kudos
- Parking Lot Items

| Time    | Min | Activity                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|---------|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4:00 PM | 10  | Welcome Back and Introductions                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 4:10 PM | 10  | Edison Campus Updates <ul style="list-style-type: none"><li>• Remote learning for the first 10 week</li><li>• <a href="#">Edison Campus Reopening Plan 2020-21</a></li></ul>                                                                                                                                                                                                                                                                                                                                |
| 4:20 PM | 30  | Edison Campus Distance Learning Plan<br><a href="#">RCSD Reopening Academic Plan</a><br><a href="#">Distance Learning Schedule</a> <ul style="list-style-type: none"><li>• A-D days, each period is 30 minutes, day starts with check-in</li><li>• Each teacher will be assigned students for check-in, take attendance</li><li>• Common lunch between 11.45- 12.45</li><li>• School wide time at 3.05-3.30, check-in with the students again</li><li>• Ideas needed for the Family check-in time</li></ul> |

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|         |    | <ul style="list-style-type: none"> <li>• Last 25 minutes could be used for the student to make up work and to solve individual student issues like chromebook problems</li> <li>• We should have technology related resources for students and their parents. Melissa Rich has created some videos and these can be stored in the shared Edison Google Drive.</li> <li>• Need social emotional resources for the incoming freshmen</li> <li>• Is SBPT responsible for planning for the Wednesday's Professional Development ?</li> </ul>                                                                                                                                                                                                                                                                                                       |
| 4:50 PM | 20 | <p><b>Superintendent's Day –</b></p> <ul style="list-style-type: none"> <li>• District Based: September 8,9 <ul style="list-style-type: none"> <li>❖ District is planning for it</li> </ul> </li> <li>• School Based: September 10, 11 (Opening Info should be planned during these days) <ul style="list-style-type: none"> <li>❖ SBPT will plan for it</li> <li>❖ Survey teachers as to what teachers need for distance learning. It could be in two parts. First will address the immediate needs of the staff and second will focus on the weekly Wednesday's professional development . Ms. Reimer will develop the survey</li> <li>❖ Need to have targeted PD for distance learning</li> <li>❖ Protocols to be put in place for teachers to access their rooms</li> <li>❖ Department meeting time to be scheduled</li> </ul> </li> </ul> |
| 5:10 PM | 15 | <p><b>School Based Planning:</b></p> <ol style="list-style-type: none"> <li>1. Goals for SBPT for 2020</li> <li>2. SBPT Membership - RTA Reps received an email about online elections this fall.<br/>The following members of SBPT terms will end in 2020.<br/>Ashley Dermody, Thomas Felton, John O'Neil, Tracey Reimer, Shaun Rodriguez<br/><br/>The following members of SBPT terms will end in 2021.<br/>Sandhya Gupta, <b>Earl McCray</b>, Teresa Parker, Sidney Rajab, Andrea Seckel, Eric Magnussen</li> <li>3. Meeting Days and times</li> </ol>                                                                                                                                                                                                                                                                                      |
| 5:25 PM |    | SBPT will meet on Friday, September 4, 2020 at 9.30 am to plan for the school based Superintendent day schedule.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|         |    | Assess what worked well about this meeting and what we would have liked to change                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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| + Plus      | ▲ Delta           |                                                                                                                                                                                                                                                                                                                                                                             |        |         |   |                   |  |
| •           | • staying on time |                                                                                                                                                                                                                                                                                                                                                                             |        |         |   |                   |  |
| Kudos       |                   | <ul style="list-style-type: none"><li>• Darcy Barrant</li><li>• School Counselors</li></ul>                                                                                                                                                                                                                                                                                 |        |         |   |                   |  |
| Parking Lot |                   | <p>Parking Lot Items</p> <ul style="list-style-type: none"><li>• Question: If a student does not attend the morning check-in time but attends the end of the day check-in, or communicates with the teacher in some way that day, do we go back and adjust the morning attendance ?</li><li>• Question: How do special education teachers find their co-teachers?</li></ul> |        |         |   |                   |  |