SCHOOL BASED PLANNING TEAM Minutes
Wednesday, May 18, 2022
4:15 pm – 6:00 pm
Location: Zoom

Members: Nija Branca, Brian Chandler, Brian Haak, Kelly Nicastro, Susan Rudy, Talya Sirianni, Erin Wolf, Breanna Eng, Sharifa Prior, Marc DellaGloria, Nadia Niyogushima (student)
Absent: Mary Staropoli, Matt Fusco, Leslie Hunter, Evan Wilson, Walida Monroe (parent alt)
Guests:

TimeKeeper: N. Branca   **Notetaker:** B. Haak   **Facilitator**: S. Rudy

Attachments:

TIME	TOPIC	PERSON	DISCUSSION/ DESIRED OUTCOME	ACTUAL TIME
4:15 – 4:18pm	Call Meeting to Order **(Vote: To Call Meeting to Order)**	S. Rudy/All	Vote approved to call meeting to order.	4:18
4:18 – 4:21m	Approval of Today's Agenda / **(Vote: To approve agenda)**	S. Rudy/All	Vote approved to approve agenda.	4:19
4:21 - 4:30pm	Title I Proposals Update	All	SOTA Reads: The Savvy Ally (Wolf) ● Two dates ● "Intimate" meetings ● Others want to see the book ● May run again for the staff summer PD Mindful Movement Mindful Thought (Rudy) ● No one signed up (even with new dates) Tough Hope Film Screening (Staropoli/Haak) ● Tough Hope screening and discussion was a huge success - 14 signed up, 19 showed up - Melanie Funchess did a masterful job fielding questions Mental Health Association Living THrough a Pandemic (Staropoli/Haak)	4:19

			● Nitza Rodriguez from Mental Health Association canceled the event because not enough signed up
			● Several comments that this is a much needed event and that perhaps another provider would be more successful
			● Suggestions: Healers Village and Sankofa Family Counseling
			Spring College Night (DONE)
			● Great turnout!! Many students and families showed up
			Summer Welcome Orientation (Rudy)
			● August Event
			Transition to Highschool (Rudy)
			● June 9
			(Amended 5/26/22; Voted and Approved by email) Review of Title I Funds:
			1. We would like to move $100 from the $750 remaining in the Professional Services area to cover the excess of the $171.07 supply order from the Transition to High School event supplies that were purchased.
			2. We would like to move what is remaining in some of the funds to the Wegmans card and to the Supplies areas so we can add to the remaining Title I events that we still have left this year. The remaining would come from:
			   1. the bus pass line item ($125)
			   2. the two printing areas ($217 and $265)
			   3. the professional services ($650) after we take the $100 out to cover the supplies per the above.	

4:30 - 4:35pm	SBPT Elections	Rudy	Teacher Elections May 31 (tenure up: Rudy, Fusco, Wolf, Sirianni) ● one nominee Parent Elections - May 31 - (Brian leaving) ● May vote for parent reps ● three nominees Student Elections (Student Council) - September	4:30
4:35 - 4:45pm	SBPT Dates for 2022-2023 **(Vote: To approve dates)**	All	Vote approved for Parent Teacher Conference dates. Parent/Teacher Conference Dates. 2 Parent Teacher Conference Dates (this year's dates 10/14, 12/9, 3/3, 5/4) ● (2 district-set dates for 2022-2023 10/13 and 3/9) ● Thursday, January 12 ● Wednesday, May 3 SBPT Meetings for 2022 2023 (set at 6/8 Meeting)	4:35

4:45 - 5:15pm	School Improvement Plan: Student Interview Plan and Equity Self Reflection	All	Fill in and complete Equity Self Reflection (Due Date = May 25)
			  ● Add input to document
			
			Choose Questions, Process and Facilitator for this Year: Student Interview Agenda
			  ● Questions decided (1, 4, 5)
			  ● Breanna, Talya, Elyse will interview students
				4:40

5:15 - 5:25pm	Committee/Constituency Share Out and Update
	  ● Professional Development
	  ● Culture and Climate
	  ● Students, Parents, Teachers, Administration
		All	Professional Development
			  ● Wrapping up PD - June 7 is last day
			  ● PD for next year is coming (typically July 1)
			  ● Summer PD will be run this year, schedule forthcoming
			
			Culture and Climate
			  ● Did not met
			
			Parents:
			  ● Have three very interested parent reps.
			  ● Parent Reps for SBPT were supposed to be voted on tonight, got notice on Monday that the regularly scheduled PTSO meeting was not happening - rescheduled the vote/approval for Tuesday, May 31 at 7:00 PM on Zoom
				5:30

5:25 – 5:45pm	Principal's Update
	  ● Communication
	  ● Staffing
	  ● Arts and Academics
	  ● School Culture and Climate
	  ● District Initiatives and Updates
		K. Nicastro	Communication
			  ● Updating the theaters
			  ● Updating photography equipment and studios
			Staffing
			  ● Retirements this year and transfers
			  ● New Technology TA started today
			Arts and Academics
			  ● Showcases and end of year shows are in the works
			  ● NHS induction June 13
			  ● Graduation is June 23
			  ● Sr High (9-12) last day June 14
			  ● Summer School Registration = June 23, 24, 27
			School Culture and Climate
			  ● Jr/Sr Awards night June 6
				5:35

5:45 – 5:50pm	Approval of Minutes **(Vote: To approve minutes)**	S. Rudy/All	Vote approved to approve minutes.	5:59

	NEW BUSINESS		● Propose common school procedure to include the following in the course criteria sheet:
			    ○ Name/Registered PowerSchool Name
			    ○ Where is the name used? (at school/at home/both)
				5:59

			○ Pronouns ● June meeting to set August meeting date and 2022-2023 meeting dates	
5:50 –5:55pm	Set Agenda for Next Meeting	S. Rudy/All	Location of June meeting? - Zoom to enable Parent Reps and New Staff Reps to join meeting	5:38
5:55pm	**(Vote: To adjourn meeting)**	S. Rudy	Vote approved to adjourn meeting.	6:00

Snacks Today: BYO
Next Meeting: 6/8   Next Snacks: BYOS
Future Meetings: August
Please remember: SBPT meetings are open to the public.
Visitors do not participate in the full team conversations and are invited to sit in a designated area.
Minutes to be posted on sotarochester.org after approval.