SCHOOL BASED PLANNING TEAM Minutes  
Tuesday, May 19, 2020  
4:00 pm – 5:00 pm

Members: JoAnn Aspenleiter, Matt Bonawitz, Nija Branca, Matt Fusco, Marcy Gamzon, Lisa Kasdin, Martin Presberg, Brian Haak, Melissa Santiago, Kelly Nicastro, Paul Pittinaro, Susan Rudy, Evan Wilson, Anais Rivera, Breanna Eng

Absent: Susel Linares

Guests:

TimeKeeper: N. Branca  
Notetaker: M. Presberg  
Facilitator: S. Rudy

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| 4:00 – 4:02pm | Call Meeting to Order  
(Vote: To Call Meeting to Order)                                      | S. Rudy/All | Voted: Meeting Called to Order                                                              | 4:08        |
| 4:02 – 4:04pm | Approval of Today’s Agenda / Set Timing  
SCEP Planning 5-6pm, right after this meeting  
(Vote: To approve agenda)                                      | S. Rudy/All | Voted: Agenda/Timing Approved                                                               | 4:09        |
| 4:04 - 4:14pm | Title I Follow Up                                                     | J. Aspenleiter | Nothing to report right now.                                                              | 4:09        |
| 4:14 - 4:19pm | SBPT Elections - parents, teachers, students (May)                    | S. Rudy/All | Terms up this school year:  
2 parents (will hold elections in Fall), 4 teachers (SR checking with RTA on process for this year), 1 student (will hold elections in Fall), 1 RAP (PP checking on process) | 4:09        |
| 4:19 – 4:24pm | Committee/Constituency Share Out and Update  
- Professional Development  
- Culture and Climate  
- School Start Time (Breanna, Brian, Paul, Anais)  
- Students, Parents, Teachers, Administration                                      | All        | Professional Development  
- PDs happening virtually  
Culture and Climate  
- Redefining purpose  
School Start Time  
- Dr. Peltz is interested in collecting data on the effect of the change to 8:30am start time.  
- Committee is ending as school start time has moved to 8:30am | 4:12        |
### Planning Future Dates:
- **2020-2021 district dates:**
  - Curriculum Night
  - Parent/Teacher Conferences (10/15, 3/4)
  - Half Days: 12/4, 3/5
  - Super’s Day: 9/8, 10/9, 11/3, 4/30
  - Feb Break: 2/15-19
  - Spring Recess: 3/29-4/2
  - Q1 ends: 11/13, Q2 ends: 1/29, Q3 ends: 4/16, Q4 ends: 6/30 - grad 6/25?

### Parent-Teacher Conferences
- Potential Zoom parent-teacher conferences, kids write reminder cards to parents.
- District Dates = 10/15/20, 3/4/21
- SOTA Dates = 12/9/20, 4/28/21

### Curriculum Night
- Curriculum Night = 9/23/2020
- New Student Orientation = 8/20, 8/26

### SBPT Meetings
- Schedule August at June meeting.
- Schedule 2020-2021 meetings at June or August meeting.

### Principal’s Update
- **Communication**
- **Staffing**
- **Arts and Instruction**
- **School Culture and Climate**
- **District Initiatives and Updates**

- We have a new Superintendent.
- We increased 2 SSOs and 1 Social Worker (according to Budget Book).
- Waiting Board approval for SROs.
- Positions lost - reductions seen in budget book, no names/positions as of yet (more at end of May, beginning of June).
- Refer to Budget Book - Section 4, page 108.

### Grading
- Parents received letter from RCSD regarding grading.

### Graduation
- Planning a Graduation Parade!!!
- Students receive diploma in front of building.
- Figuring out how to take pictures.
- Tentatively June 18 parade.
- Video graduation June 26.

### Sign Delivery
- Happened 5/15, a success!, signs thanks to Friends of SOTA.

### Approval of Today’s Minutes
- **Vote: To approve agenda**

- Voted: minutes approved.

### NEW BUSINESS
- None.

### Set Agenda for Next Meeting
- Dates for August meeting, Elections, Approval of SCEP Plan (Due June 19).

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**Snacks Today:** BYO

**Next Meeting:** 6/11/20  **Next Snacks:** --

**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 SOTA SharePoint page and sotarochester.org after approval.