



## *John Walton Spencer School #16*

321 Post Ave., Rochester, NY 14619

Phone: (585) 235-1272 Fax: (585) 935-7473

Email: 16info@rcsdk12.org

“Our School, Where Children and Learning Come First”

### **School Based Planning Team Minutes**

**Meeting Date:** Wednesday, January 13, 2021

**Meeting Time:** 3:30 PM

**Place:** Zoom

**Members Present:**

Ernestine Brown, Parent Liaison

Katy Frank, Fifth Grade Teacher

Lisa Garrow, Principal

Kerry Hall, Fourth Grade Teacher

Jennifer Osborne, Intervention Teacher

Amy Schramm, RTA Rep/Art Teacher

Chavon Kilpatrick, Parent

Altrenia Boykin, Grandparent

Ellie Ellingham, Music Teacher

Stacy Franzese, First Grade Teacher

Lauren Gauvin, Fourth Grade Teacher

Michele Michel, ELA Instructional Support

Cory Hunneyman, Parent

Lee Wingo, Assistant Principal

Jamar Kilpatrick, Parent

**Members Absent:** Lisa Oliver, First Grade Teacher  
Rob Burns, Community Site Coordinator

#### Agenda Items:

I. Members signed off on previous meeting's minutes

II. School Reopening Plan

Ms. Garrow shared the school reopening plan. Most of the information in our plan comes from the district's plan. However, there is some school-specific information in our plan. Prior to this meeting, the plan was shared with both the Instructional Leadership Team and the Building Committee.

### Special Subjects

- It was clarified that music and art will take place in students' classrooms. Physical education will occur in the gymnasium and library will be held in the library. Ms. Garrow asked that general and special education teachers whose classes are integrated for specials collaborate to determine in which classrooms art and music will be held.
- Ms. Garrow noted that a scheduling committee will be set up to address issues.
- Questions were asked about whether there will be ample time to sanitize between specials classes, and why PE class are being held in the gym.
- Ms. Garrow will keep us informed of any changes in directives from the district regarding special subjects.

### Cleaning

- Our school will be receiving wipes to use on electronic equipment. Staff should refer to the attachments in Ms. Garrow's weekly bulletins in regards to cleaning products that will be provided. For any concerns about cleaning products (e.g. you do not have what you need), please put in a custodial request. If not addressed, see an administrator, and as a last resort, let a Building Committee member know.

### Social Emotional Learning

- This is a district non-negotiable that is embedded into all teachers' classroom schedules. This occurs within the first half hour of the day (usually the first 15 minutes).

### Other

- A question was raised about the amount of screen time for students who are completely remote. The only instructional information the district has provided is that ELA and math have to be at least 60 minutes long, preferably 90 minutes each. There has been no other guidance provided in regards to academics, other than what is in the district's reopening plan.
- A parent asked why our students are spending so much time in asynchronous learning. Ms. Garrow explained that during fully remote instruction, the district had requirements schools had to adhere to. Another parent stated that she prefers how schedules are now, with all core (synchronous) instruction earlier in

the day and most of the afternoon asynchronous. She stated that it works better for families.

- Parents requested information on meetings about reopening for parents. Ms. Brown will send flyers with the details.
- Individuals are working on getting art supplies to students through funding from the school Climate Committee and possible donations from WalMart.

### MTSS

- MTSS will not change much from remote to hybrid learning. A computer schedule will be created to facilitate it.

Next Meeting: Wednesday, February 10, 2021

Agenda: To Be Determined