

School Based Planning Team Meeting

10/10/18

Minutes

Members Present: C. Roberts, L. Garrow, M. Michel, J. Osborne, L. Oliver, E. Brown, M. Mey – Brooks, K. Hall, L. Gauvin

I. Usage of LLI for intervention

- A vote was taken and LLI will be used with all grades K – 6 as the first intervention (K - LLI intervention will not begin now). The vote was unanimously in favor of the motion.

II. Intervention Guidance Document

- A menu of choices of what to use for each tiered group of students will be created by M. Michel and J. Osborne. The guidance document will be created and brought back to SBPT to review and approve.

III. Vision and Mission

- We currently have a vision statement and a mission statement. L. Garrow will send this information out to staff.

IV. Math Night

- M. Michel spoke with the related services and their suggestion was to create a math escape game, J. Osborne reached out to the sixth grade team and they suggested to do the 24 math challenge games, L. Oliver spoke to the third grade team and they were excited about this event and bringing parents and students in for it. A date was chosen to hold this event in March. A specific date is forthcoming.

V. Homework Policy

- The RCSD district has a policy grade K, 15 minutes, grades 1 -3, 20 to 30 minutes and grades 4 – 6 is 30 to 60 minutes of homework each day. Members voted to use the RCSD homework guidelines. Members agreed that we would use this as a **minimum** guideline. The vote was unanimously in favor of the motion.

VI. School – Wide Harvest Celebration

- We received more money from the Title 1 funding. We can use funds to plan an event for our parents around a Harvest community gathering. The team spoke about having the event during the day and extending lunch times. Parents/families would join their children during their lunch. We would need adult support. Each member will go speak to their grade level constituents to discuss how each grade level will contribute to the gathering (J. Osborne - sixth grade, M. Michel - Special Subjects, K. Hall - fifth grade, L. Gauvin - fourth grade, L. Oliver - third grade, M. Mey-Brooks - first grade, G. Harrison - Related Services, P. Givens - Kindergarten, M. McMIndes - Second grade). The gathering will be held on November, 19th. SBPT will meet on October 24th to discuss the suggestions and vote on the gathering.

VII. Title 1

- We received more funding. The funds will be used to support a harvest community gathering to promote community and student social and emotional well-being.

VIII. State Review

- Will be conducted during the week of December 17th. Look fors: lesson plans include the suggested components and are thorough, instruction is designed to meet student needs and instruction is engaging to students.
- Please be sure you are aware of our instructional focuses and your lessons, schedule and instruction reflect those practices.

IX. December ½ Day

- On December 7th, 2018 we will have a half day for students. Further discussion about the schedule and planned staff development will take place at our next SBPT meeting.

X. Upcoming Walkthrough

- Two walkthroughs will be conducted by outside sources. The RSE – TASC walkthrough will be conducted by our special education department. The information will be used to assess our district's Special Education Department and report findings to NY State. The Wellness checklist is a

walkthrough that will be conducted by the RCSD Health and Physical Education Department. This information will be used to assess what supports schools need to promote the health and physical education curriculum. The walkthrough tools are attached to the minutes for your review.

XI. New Business

- New Business - Members unanimously voted to take out the effort rubric from instructional expectations. If you would like to continue to use this rubric, that is fine. L. Garrow will have posters of the school creed created.

Next Meeting: October 24, 2018

Agenda

- Harvest Celebration

Next Meeting: November 14, 2018

Agenda

- December Half-Day
- PD Calendar
- Lunchtime – DEAR and calm activities

Roles:

Time Keeper: M. Mey - Brooks

Facilitator: Gauvin

Minutes: L. Oliver