



John Walton Spencer School #16

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“Our School, Where Children and Learning Come First”

School Based Planning Team Minutes

Meeting Date: Wednesday, February 10, 2021

Meeting Time: 3:45

Place: Zoom

Members Present: Stacy Franzese, First Grade Teacher
Kerry Hall, Fourth Grade Teacher
Katy Frank, Fifth Grade Teacher
Ellie Ellingham, Music Teacher
Rob Burns, Community Site Coordinator
Lauren Gauvin, Fourth Grade Teacher
Michele Michel, ELA Instructional Support
Jennifer Osborne, Intervention Teacher
Amy Schramm, RTA Rep/Art Teacher
Lee Wingo, Assistant Principal
Lisa Garrow, Principal
Chavon Kilpatrick, Parent
Lisa Oliver, Third Grade Teacher

Members Absent: Cory Hunneyman, Parent Ernestine Brown, Parent Liasion
Jamar Kilpatrick, Parent

Agenda Items:

- I. Members signed off on previous meeting's minutes

- II. Re-opening Debrief

L. Garrow will monitor and have a conversation with the School Chief about students who are Hybrid but are not attending in person or have poor attendance to offer another seat to someone who is waiting.

III. Attendance for MTSS (Success Maker and Zearn)

For teachers using SuccessMaker and/or Zearn for intervention please use the following formula to calculate students' attendance for each cycle. Cycle 1 Intervention began November 30th and will end February 24th. This is a total of 50 days. Students are expected to do Success Maker and/or Zearn 30 minutes a day/ 5 days a week so the total number of minutes is 1500 minutes or total number of hours is 25 hours.

To calculate percentage used for both SuccessMaker and Zearn...

- 1. Find out total minutes/hours students used intervention.**
- 2. Divide students' minutes/hours by 1500/25**
- 3. Then move the decimal two places to the right to find percentage.**

Example: Shi'Ann $15\text{hours}/25\text{hours}=0.60=60\%$

Or if using total minutes $900/1500=0.60=60\%$

L. Garrow will check into i-Ready

IV. Half Day Schedule March 5th

District will offer Professional development for staff.

Teachers will choose professional development that is important to them to lift their instruction.

V. Team Day Topics

Team Day topics are based on what is going on in the district.

Please reach out to Pam Kuek and Michele Michel for topics specific to your needs.

Needs assessment will go out in the beginning of March.

VI. NYS Testing

Testing has not been cancelled, so we are proceeding as if testing will still occur.

- NYS ELA Assessment-April 20th & April 21st
- NYS Math Assessment-May 4th & May 5th
- NYS Science Assessment- Performance is May 25th –June 4th & Written June 7th

VII. New Business

Once data meetings are completed SBPT will start to look into a process for using LLI books. More information will be coming. Priority will be given to classrooms with the most amount of Hybrid/In-Person kids.

Teachers should follow the school guidance for progress monitoring for Success Maker.

Next Meeting: Wednesday, March 10, 2021

Agenda: TBD

<https://docs.google.com/presentation/d/1I6q7XibeW2kcb03N8H8PnAqZpVh3KcZDxFtIQwIAblc/edit#slide=id.p> Slides for Success Maker Intervention