



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, September 15, 2021

Meeting Time: 8:15 am

Place: Zoom

Members Present: Lisa Garrow, Principal
Kerry Hall, Fourth Grade Teacher
Jennifer Osborne, Intervention Teacher
Michele Michel, ELA Instructional Support Teacher
Courtney Smart, Special Education Teacher
Rob Burns, Community Site Coordinator
Lee Wingo, Assistant Principal
Chris Murray, Teaching Assistant
Stacy Franzese, First Grade Teacher
Lauren Gauvin, Fourth Grade Teacher
Lisa Oliver, Third Grade Teacher

Members Absent: Katy Frank, Fifth Grade Teacher
Corey Hunneyman, Parent
Amy Schramm, RTA

Agenda Items:

I. Reopening

We are still adjusting and making changes with dismissal. On Tuesday, 10/14, we were able to dismiss all students by 4:25 pm.

In regards to attendance, there is a “P-Async” code for use with students in quarantine due to Covid-19. This code must be used if quarantined students complete work on Seesaw, Google Classroom, or work packets. If you have a student that is in quarantine, Principal Garrow asks that you reach out to the parents and let them know. One concern is that the students’ Chromebooks may be

at school. Principal Garrow will reach out to D. Burke and E. Brown to see about delivering Chromebooks or work packets.

II. Science

Our School Chief stated that ‘We are not integrating science in the core subjects. Science is a stand-alone subject and learning targets are expected.’

III. Social Studies

Our School Chief stated that ‘We are not integrating in the core subjects. Social studies is a stand-alone subject and learning targets are expected.’

IV. “Leader in Me” Program

Principal Garrow worked this summer on trying to secure materials for Leader in Me. She looked at using the online modules for training and offering it before or after school for PD credit. In January 2022, the District will implement and purchase “Leader in Me” program for receivership schools. Therefore, we will not spend school money on it.

V. Additional Funds

Community Site Coordinator position is now funded through a grant. Therefore, we have approximately \$225,000 to support an accelerated/enrichment part-time teacher.

VI. New Business

SBPT Time – Tentatively, SBPT meetings will take place the second Wednesday of the month at 5:30 pm.

Intervention Documentation Logs/AIS Forms – SBPT decided that our building would use Google Docs to complete and share the new intervention forms.

Approval of minutes was removed from the SBPT minutes template as it is no longer needed due to the way we provide feedback and disseminate minutes.

Open House - This year’s open house will be virtual.

Next Meeting: Wednesday, October 13, 2021

Agenda: Update on Additional Funds

Update on Science/Social Studies

Half Day