

# Rochester Early College International High School

In partnership with



**Monroe Community College**

STATE UNIVERSITY OF NEW YORK



## SBPT Meeting

July 7, 2020

	Agenda	Minutes
1.	<p>SBPT Norms/Ground Rules</p> <ul style="list-style-type: none"> <li>i. Frequency, length, day/time</li> <li>ii. Roles</li> <li>iii. Decision-making process</li> <li>iv. time allotment/open discussion</li> <li>v. agenda- who &amp; when                             <ul style="list-style-type: none"> <li>I. publication of agenda</li> </ul> </li> <li>vi. meeting minutes                             <ul style="list-style-type: none"> <li>1. Documentation &amp; publishing</li> <li>2. Log of minutes</li> </ul> </li> <li>vii. approval of minutes</li> <li>viii. use of task groups/subcommittees</li> <li>ix. meeting quorum/attendance &amp; participation</li> </ul>	<p>SBPT norms-</p> <ul style="list-style-type: none"> <li>I Frequency, length, day/time-Once a month, 3<sup>rd</sup> Mondays after school for one hour</li> <li>ii. Roles-Rotate</li> <li>iii. Decision-making process-Meet without quorum but must have everyone's input for decision-making agenda items for that constituency.</li> <li>iv. Time allotment/open discussion –One hour unless more time is needed.</li> <li>v. Agenda- who &amp; when                             <ul style="list-style-type: none"> <li>I. publication of agenda-prior to the meeting</li> </ul> </li> <li>vi. Meeting minutes-Approved via email                             <ul style="list-style-type: none"> <li>1. Documentation &amp; publishing-Documented in a binder available in the main office and posted on school's website.</li> </ul> </li> <li>vii. Use of task groups/subcommittees-as needed</li> <li>viii. Meeting quorum/attendance &amp; participation-not needed. Everyone's input is required for decision-making agenda items.</li> </ul>
2.	Smart Scholars Grant	<ul style="list-style-type: none"> <li>• Director of Grants will be working in collaboration with RECIHS staff for grant reporting.</li> <li>• Reviewed FS-10's for 2019-20 school to discuss our priorities for 2020-21 contingent upon the amount of available funds.</li> </ul>
3.	Summer School	Teachers will be contacted directly as needed for any questions regarding the instructional material needed for summer school.
4.	SCEP Development-L1 Addendum	Shared with SBPT team.
5.	<p>School Calendar</p> <p>School events</p>	<p>Open House-September 24</p> <p>Pep Rally-October 8/November 24</p>

		<p>Parent Teacher Conferences-</p> <p>October 15; December 9; March 4 and May 5</p> <p>October 15-Town Hall Meeting and Hispanic Heritage Celebrations</p> <p>December 4-College Fair</p> <p>December 9-Breakfast of Champions, National Honor Society Celebrations and Recruitment Night</p> <p>December 23-Holiday Concert</p> <p>February 12-Black History Month Assembly</p> <p>March 5-Career Fair</p> <p>May 5-International Celebrations</p>
6.	Professional Development Guidance 2020-21	Mr. Hanselman will be the liaison in lieu of his administrative assignment.
7.	Student Activity Funds	Mr. Geglia will be the liaison
8.	Curriculum Alignment Work	Discussed the timeline, logistics and
9.	Professional Development for Staff in August	<p>Agenda items discussed-</p> <ul style="list-style-type: none"> <li>• Relationship Building Activities <ul style="list-style-type: none"> <li>○ Day 1 (ELA); Day 2 (Math)</li> </ul> </li> <li>• School Data and updates</li> <li>• College Readiness Skills</li> <li>• Career Readiness Skills</li> <li>• Breakout sessions <ul style="list-style-type: none"> <li>○ Sharing best practices in Distance Learning</li> <li>○ Student and Staff Survey Results</li> <li>○ Technology in Distance Learning</li> <li>○ Google classroom/Zoom</li> </ul> </li> </ul>
10.	Summer Bridge Program	The agenda and focus remains the same as of last year
1	School Opening Plans	TBD
1	Future agenda items	