

School-Based Planning Team

Date: January 18, 2023

Time: 3:30pm - 4:30pm

Location: Francis Parker School No. 23

Facilitator: Greg

Time keeper: Sheila

Note taker: Josh

Norms Tracker: Jen

Members Present: Katie Yarlett-Fenti, ~~Carla Roberts, Patricia McKinney~~, Josh Dean, Jessa Perez, Greg Kunzer, ~~Corynn English~~, Jen Rothfuss, Jamie Klotz, Sheila Howland, Paula Bryant Blue, Ben Edwardsen, Jessica Hardin and Jonathan Marsh

Schedule [60 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates	Status
3:30pm - 3:32pm	2	Review objectives for today/Agenda Standing Items: <ul style="list-style-type: none"> Assign Times & Roles Review Norms PD Approval Walkthrough Focus/SIP Connection Assessment Administration and Results Data Wise/Koru Training Faculty/Committee Meetings Updates New Business 	Facilitator		
3:32pm - 3:34pm	2	Topic: Assign Times and Roles NOTES: <ul style="list-style-type: none"> Done 	Facilitator		
3:34pm - 3:36pm	2	Topic: <u>Review Norms</u> NOTES: <ul style="list-style-type: none"> Take an inquiry stance Ground statements in evidence Assume positive intentions and take responsibility for impact Stick to protocol and hear all voices Start and end on time Be here now Expect non-closure 	Norms Tracker		

		<ul style="list-style-type: none"> Expect discomfort in the service of learning 			
3:36pm - 3:42pm	6	<p>Topic: PD Approval</p> <p>NOTES:</p> <ul style="list-style-type: none"> No submissions. <u>PBL Workshop Training</u>: The 5th grade team collaborated with Schools 12 and 4 to create a water-themed PBL Unit for Quarter 4 across all three participating schools. Erie Canal focus. Students solving a problem or question they want to answer. Mr. Beck will be involved. <u>Anti-Racist Curriculum Training</u>: All teachers in Grades K-6 have been given the opportunity to take the SEL, Enslavement, Relining and Anti-racist Remarks PDs. The Enslavement PD will be held in-person and the others are available for registration through True North Logic. Teachers will be paid. Beginning to work on Summer PD for pay and/or PLI. 5-day summer summit (½ days) or 3-day summer summit (full days)? Time of year? 	All		
3:42pm - 3:52pm	10	<p>Topic: Walkthrough Focus/SIP Connection</p> <p>NOTES:</p> <ul style="list-style-type: none"> Newsletter includes information about walkthrough focus: Domain 3 Math Small Group Walkthrough Data as of 1/18/23: <ul style="list-style-type: none"> Rituals and Routines: 7/9 Rules and Expectations: 6/9 Group Rotation Chart: 5/9 Group Rotation System: 5/9 Teacher-led Group: 6/9 Centers/Stations: 7/9 Missing: 4 classrooms (will be done Thursday or Friday) 	Katie		
3:52pm - 4:02pm	10	<p>Topic: Assessment Administration (Winter - January)</p> <p>NOTES:</p> <ul style="list-style-type: none"> iReady Diagnostic- 94% complete in math and 86% in reading. Large improvement 	Katie		

		<p>in scores from fall to winter in math and reading.</p> <ul style="list-style-type: none"> • Common Formative Assessments- Many classes are currently completing or have completed already. • AIMSweb Math Fluency- Monthly • Fountas and Pinnell (ELA)- Teachers are conducting these assessments now. • Profile Sheets- Being updated as assessment data comes in. 			
4:02pm - 4:12pm	10	<p>Topic: Data Wise/Koru Strategy Training</p> <p>NOTES:</p> <ul style="list-style-type: none"> • Using data to make action plans. Pulling students into differentiated math groups based on need will be the focus. • After break teachers will begin visiting each other to gather ideas about how to set up small group instruction. 	Katie and Team Members		
4:12pm - 4:22pm	10	<p>Topic: Faculty/Committee Meetings Updates</p> <p>NOTES:</p> <ul style="list-style-type: none"> • <u>Building Relationships</u> <ul style="list-style-type: none"> ○ We sent out student surveys to work to improve House Days. We are working to improve House Days in response to that feedback. Friday before break. ○ Piece of Africa Celebration- We will be sending out ideas to staff for student projects that could be completed within the next few weeks. We would like to display students' work during the event. • <u>Student Equity and Engagement</u> <ul style="list-style-type: none"> ○ • <u>Data Wise</u> <ul style="list-style-type: none"> ○ We will be looking at analyzing Benchmark scores to identify our progress towards action steps outlined in our SCEP. ○ We will be looking at data collected on classroom walkthroughs for evidence of small group Math instruction and centers. • <u>Community Excellence</u> 	All		

		<ul style="list-style-type: none">Working on planning Lions Den for this month. Will be announcing King's Crew and attendance awards. PAWS is ongoing and bulletin boards are updated. Partnering more with the student council to help with pledges.							
4:22pm - 4:28pm	6	Topic: New Business NOTES: <ul style="list-style-type: none">A new t-shirt was designed for the school.Is there a way that House Days could be more like they used to be in the past?	All						
4:28pm - 4:29pm	1	Topic: Agenda for Next Meeting NOTES: Next Mtg. January 18th @ 3:30pm <ul style="list-style-type: none">Assign Times & RolesReview NormsApproval of MinutesWalkthrough Results/SIP ConnectionData Wise/Koru TrainingFaculty/Committee Meetings UpdatesNew Business	All						
4:29pm - 4:30pm	1	Discuss what worked well about this meeting and what we would like to change next time <table><tr><th>Plus +</th><th>Delta Δ</th></tr><tr><td><ul style="list-style-type: none">We finished 5 minutes early.</td><td><ul style="list-style-type: none">Total representation.Summary of minutes for each team could be input into this document early.</td></tr></table>				Plus +	Delta Δ	<ul style="list-style-type: none">We finished 5 minutes early.	<ul style="list-style-type: none">Total representation.Summary of minutes for each team could be input into this document early.
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