

School-Based Planning Team

Date: February 26, 2020

Location: Francis Parker School No. 23

Facilitator: C. Roberts

Time keeper: K. Buonomo

Note taker: A. Burton

Next steps tracker: P. McKinney

Norms Tracker: L. Clayton

Members Present: Katie Yarlett-Fenti, Kim Buonomo, Aprille Burton, Lisa Clayton, Ms. Patricia, Carla Roberts, Ms. Kirton, Jenn Rothfuss

Schedule [60 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates	Status
3:15 pm - 4:15 pm	60	Review objectives for today/Agenda <ul style="list-style-type: none"> Review Norms (Standing) PD Approval (Standing) Respect and Protect Levels Update Shared Governance Report Out (Standing) SCEP Progress Monitoring (Standing) Agenda for next meeting (Standing) Pluses/Deltas (Standing) 	Katie		
	2	Topic: Review Norms NOTES: <ul style="list-style-type: none"> Katie read the norms aloud 	Katie		
	1	Topic: PD Approval NOTES: <ul style="list-style-type: none"> No PD Approval 	Katie	2/26/20	
	5	Topic: Respect and Protect Levels Update NOTES: <ul style="list-style-type: none"> 120 gold to 129 students 	Katie		Assign teachers/get report cards printed out

		<ul style="list-style-type: none"> • 78 silver to 84 students • 59 blue to 56 students • 39 orange to 25 students <p>Overall increase in each level</p> <p>Are we assigning orange and blue students to teachers? Some students do have teachers assigned to them but not all.</p>			<p>to review with mentor</p> <p>-what does this look like with kids transitioning to their mentor? Ask Katie</p> <p>Focus 6th grade with mentors for check-ins</p> <p>What is the celebration for the Gold and Silver?</p>
	10 (2 minutes to each team)	<p>Topic: Shared Governance Report Out</p> <p>NOTES:</p> <ul style="list-style-type: none"> • Rigorous Academics- <ul style="list-style-type: none"> ○ Curriculum Night held in January; (Need to consider a different time of year due to conflicts with other district events; suggest hosting in October along with an open house event; overall all positive feedback and parent engagement; need to stagger presentation to include transitions-send schedule/program to families prior to the event. ○ Extend out to parents how they can share what they are doing at home to help teachers support their student at school. • Authentic Relationships- 	Committee Leads		Ask Building Committee if we still have to keep the lounge locked

		<ul style="list-style-type: none"> ○ Piece of Africa was a huge success -over 300 RSVPs ● Engaging Learning- <ul style="list-style-type: none"> ○ Event is not until May 21st, save artifacts to display ○ PBL/ENL night ○ Contact PTA for tri-fold boards for each classroom to have to display on a table ○ By next meeting will have the quotes for the food that will be served. ● Social Excellence- <ul style="list-style-type: none"> ○ Take care of yourself focus for teachers ○ Happy teachers make happy classrooms ○ Note for each teacher ○ Each person from committee is taking over each event ○ Carla is working on a whole health wellness - walking routes, etc... ○ Make peace circles more scripted for teachers ○ Family wellness -- yoga outside, do it at a picnic? ○ Lion's Den- King's Crew 			
	25	<p>Topic: SCEP Progress Monitoring</p> <p>NOTES:</p> <ul style="list-style-type: none"> ● RACE/CUBES Strategies (SCEP) <ul style="list-style-type: none"> ○ All classrooms were given posters to hang in their room <p>ELA:</p> <ul style="list-style-type: none"> ○ Can we have a pedagogy checklist for being culturally 	Katie		<p>Is the data on the SCEP updated as of 2/20?</p> <p>Develop a team that can problem solve to do learning walks</p>

		<p>responsive in the classroom?</p> <ul style="list-style-type: none"> ○ Have a team that can look at PBL units to make sure they are culturally responsive ○ There have not been any learning walks yet- difficult with lack of coverage 			Pineapple Board- See Rothfuss				
	5	<p>Topic: Agenda for Next Meeting</p> <p>NOTES:</p> <ul style="list-style-type: none"> • Review Norms (Standing) • PD Approval (Standing) • Shared Governance Report Out (Standing) • SCEP Progress Monitoring (Standing) • Agenda for next meeting (Standing) • Ensure PBL Criteria aligned with Culturally responsive teaching; • SEL Roll-out • Pluses/Deltas (Standing) 	Katie						
	5	<p align="center">Discuss what worked well about this meeting and what we would like to change next time</p> <table border="1" style="width: 100%;"> <thead> <tr> <th align="center" style="width: 50%;">Plus +:</th> <th align="center" style="width: 50%;">Delta Δ:</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> • Start on time end on time • Focused on the agenda items; discussion of SCEP • Roles assigned - great job, focused, timely agenda </td> <td> <ul style="list-style-type: none"> • Norms (one voice/one mic) • More time needed for SCEP update </td> </tr> </tbody> </table>				Plus +:	Delta Δ:	<ul style="list-style-type: none"> • Start on time end on time • Focused on the agenda items; discussion of SCEP • Roles assigned - great job, focused, timely agenda 	<ul style="list-style-type: none"> • Norms (one voice/one mic) • More time needed for SCEP update
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