

Date: 03/19/2025

Time: 3:30pm - 4:30pm

Location: Francis Parker School No. 23/Microsoft Teams

Facilitator: Katie

Time keeper: Lahoda

Note taker: O'Hara

Norms Tracker: Goldberg

Members Present: Katie Yarlett-Fenti, Cheril Passamonte, Megan O'Hara, ~~Danielle King~~, Katherine Clark-Walter, ~~Kristin Waxmonsky~~, Robin Goldberg, Gabby Lahoda, ~~Norman Fearington~~, ~~Patricia McKinney~~, ~~Carla Roberts~~

Guests:

Schedule [60 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates	Status
3:34	1	Review objectives for today/Agenda Standing Items: <ul style="list-style-type: none">• Welcome New Members• Assign Times & Roles (Standing)• Review Norms (Standing)• PD Approval (Standing)• Events Committees• School Improvement Plan• New Business	Facilitator		
3:36	1	Topic: Assign Times and Roles NOTES: <ul style="list-style-type: none">• Done	Facilitator		
3:37	1	Topic: Review Norms 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• Expect discomfort in the service of learning	Norms Tracker		
3:37	3	Topic: PD Approval NOTES: <ul style="list-style-type: none">• None• Upcoming PD Requests• School 23 Summer Institute	Katie		

		<ul style="list-style-type: none"> • Katie was able to allocate funds for teachers and staff to be paid. • This will be a paid PD at the new hourly rate. • Must be submitted 5/29, we will discuss the content and finalize dates of the PD in April. 			
3:40	18	<p>Topic: Events Committees</p> <p>NOTES:</p> <p>Recent Events:</p> <ul style="list-style-type: none"> • Beginner’s Music Concert <ul style="list-style-type: none"> ○ Incredible concert! The gym was overflowing, a huge success. ○ We are now looking for a separate location to hold concerts, we have previously used SOTA for EOY concerts, we will discuss this going forward. • House Day <ul style="list-style-type: none"> ○ Our 3rd house day was a success. Things are very smooth as we have experienced this several times around. ○ Thank you to Mr. Greer, Ms. Clayton & the 5th grade TAs for their help! ○ We will order new House day shirts for teachers. ○ Wondering if we can do a specialty house day shirt order for teachers and students <p>Upcoming Events:</p> <ul style="list-style-type: none"> • 3/21/25 Superintendent’s Conference Day • Scholastic Book Fair (March 31st - April 4th) <ul style="list-style-type: none"> ○ Preview days Mon- Tues, Purchasing Wed-Fri ○ Talks for event to promote sales after school. ○ We use the money to purchase books for vending machine, we get substantially more money when we convert to scholastic dollars. 	All		
3:58	6	<p>Topic: NYS Assessments</p> <ul style="list-style-type: none"> • Science: 4/8 - 4/11 <ul style="list-style-type: none"> ○ Scheduled for Tuesday 4/8, W-F for makeups ○ There are 4 labs required before the test, new as of last year. One in 3rd, one in 4th, two in 5th. ○ Test is Computer Based • ELA: 4/29 - 5/1 	All		

		<ul style="list-style-type: none"> ○ 4-6th computer based test ○ 3rd grade written test ● Math: 5/7 - 5/9 <ul style="list-style-type: none"> ○ 4-6th computer based test ○ 3rd grade written test 				
4:04	9	<p>Topic: School Improvement Plan</p> <p>NOTES:</p> <p>Academic Culture:</p> <ul style="list-style-type: none"> ● Current Chronic Absenteeism Rate: 35.00% (Goal: 15% or Less) ● Average Daily Attendance Rate: 89.60% (Goal: 93% or Greater) ● Grade Level ADA: 89.60% (was 90.00%) <ul style="list-style-type: none"> ○ Preschool: 79.98% ○ Kindergarten: 85.76% ○ 1st Grade: 87.32% ○ 2nd Grade: 90.00% ○ 3rd Grade: 88.68% ○ 4th Grade: 84.22% ○ 5th Grade: 79.12% ○ 6th Grade: 90.48% ● SEL Team: will be pushing into lunch periods to focus on strategies that will help them deal with difficult situations and being safe. Also trying to work with students and families on the impact social media and student activity on electronic devices at home is having on disciplinary issues. 	All			
4:15	10	<p>SIP Tracker and Process</p> <ul style="list-style-type: none"> ● Students are loving being a writer, they are really enjoying the conferencing with peers and the mentor texts ● District has very specific expectations for bulletin boards; rubrics, conferencing evidence, drafting, etc. ● Well Done 23! The teaching and learning department will be walking through Monday, we are proud that these are displayed and our hard work will be recognized. ● In ELA we are focusing on fluency. We are focusing on what areas of fluency need more support. ● In Math we are focusing on math conferencing, fluency, and explaining that reasoning. This is important as the NYS 				

		<p>State test (math and science) are reading tests as well as content tests.</p> <ul style="list-style-type: none"> As for academic culture we are working on Mobile Mental health Team Support. Roc Restorative Hub met with Katie today, we are looking forward to using them as a resource to help our students and families with greater mental health needs. Preschool will finally be getting the CK-ELA curriculum, better equipping them for Kindergarten. 								
4:25	3	<p>Topic: New Business</p> <p>NOTES:</p> <ul style="list-style-type: none"> Staff Interviews <ul style="list-style-type: none"> We are in the teacher transfer period. Many people applied to our school. We have asked teachers and SBPT teachers to participate in interview committee We will rank applicants, then teacher transfer day will occur. We have one general education opening, in the 4-6 range. 	All							
4:28	1	<p>Topic: Agenda for Next Meeting Dec 18th @ 3:30</p> <p>NOTES: Next meeting</p> <ul style="list-style-type: none"> Assign Times & Roles (Standing) Review Norms (Standing) Approval of Minutes (Standing) PD Approval (Standing) Committee Meeting Updates (Standing) SIP Updates New Business (Standing): 	All							
4:29	1	<p>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 style="width: 50%; text-align: center;">Plus +</th> <th style="width: 50%; text-align: center;">Delta Δ</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> Very focused Solution-Oriented Flexible All voices were heard Collegial Insightful questions Ending on time </td> <td> <ul style="list-style-type: none"> Didn't start on time </td> </tr> </tbody> </table>					Plus +	Delta Δ	<ul style="list-style-type: none"> Very focused Solution-Oriented Flexible All voices were heard Collegial Insightful questions Ending on time 	<ul style="list-style-type: none"> Didn't start on time
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