

School-Based Planning Team

Date: May 6, 2020

Location: Francis Parker School No. 23

Facilitator: K. Yarlett

Time keeper: K. Buonomo

Note taker: J. Swick

Next steps tracker: A. Burton

Norms Tracker: C. Roberts

Members Present: Katie Yarlett-Fenti, Kim Buonomo, Aprille Burton, Carla Roberts, Joanne Swick, Juliet Sullivan, Jenn Rothfuss, Patricia McKinney, Lisa Clayton

Schedule [90 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates	Status
3:15 pm - 4:15 pm	60 min 2	Review objectives for today/Agenda <ul style="list-style-type: none">Review Norms (Standing)Approval of Minutes (Standing)Staffing- Voluntary Transfer RankingsSCEP Plan DraftingAgenda for next meeting (Standing)Pluses/Deltas (Standing)	Katie		
	2	Approval of Minutes NOTES: <ul style="list-style-type: none">Minutes from last meeting approved	All		
	1	Topic: Review Norms NOTES: <ul style="list-style-type: none">Done	Carla		
	5	Topic: Staffing- Voluntary Transfer Rankings NOTES: <ul style="list-style-type: none">There were 212 applications for voluntary transfer. From that pile, we narrowed it down.We initially interviewed for general education (3 candidates) and special education teachers (3 candidates).Transfer process was re-opened for Schools 20 and 43. More interviews occurred on Friday May 1st.All rankings are due May 8th- Katie has already entered them into the system.As of now, we have one general education position open in our building for next year. We may or may not have a special education position open. As of right now we are not	Katie		

		<p>slated to have an opening as we had one SPED teacher resign for next year and we lost one SPED position in the 6th grade ICT. However, if a SPED position becomes available we now have a ranked list to choose from.</p> <ul style="list-style-type: none"> • We interviewed 6 general education and 4 special education teachers. • We will know exactly what we have for staffing next year after the budget meeting Thursday. 			
	71	<p>Topic: SCEP Plan Drafting</p> <p>NOTES:</p> <ul style="list-style-type: none"> • The goals will remain the same for next year, but the targets will change • We have to identify needs and root causes, theories and hypotheses • Shared Disciplinary Referral Data through 03/13/20 • Last Week's Review: Suspensions- Off track- There have been 18 to date; 10 from SWD, and 16 were African American. Yarlett shared the monthly disciplinary referral chart- is there a way to break it down by students with repetitive referrals? • Cross-data points- Are the same repeat offenders who get referrals in the classroom the ones getting referrals in special subjects, lunch, etc? The classroom is where the majority of the referrals were written. • District's new draft schedule allows for a 30-minute home base (for breakfast, morning meeting etc.). Having a school-wide social-emotional system or program would be beneficial during that time • If we use suspension data in our SCEP, we have enough information to move forward with that. • Should we consider adding a School Climate section? How do we improve the school climate? Making positive phone calls, parent Zoom meetings etc. Parent involvement, staff and student involvement. • PBL Discussion- What should it look like moving forward? Planning and preparing. How do we do it in a way where the teachers feel energized and excited to do it? There was a lack of agreement on what it should look like. It wasn't just teacher burnout, but we found some of the activities weren't rigorous enough. • Next year's master schedule: 2 hour ELA block (Readers and Writer's Workshop, using a new reading program); 90 minute Math block; Science and Social Studies may be every other day; Morning base at the beginning of the day. Where will PBL fit in? • ELA, Math, SWD, School Climate, Chronic Absenteeism will be our major sections. • Next week's meeting: Break out into groups focusing on ELA, Math, and School Climate first with culturally 	All		

		<p>responsive content and pedagogy incorporated along with a focus on parent involvement.</p> <ul style="list-style-type: none">• Math Group: Burton, Buonomo and Rothfuss• ELA Group: Swick, Clayton, Sullivan• School Climate Group: McKinney, Roberts, King, and Yarlett							
	2	<p>Topic: Agenda for Next Meeting</p> <p>NOTES:</p> <ul style="list-style-type: none">• Review Norms (Standing)• Approval of Minutes (Standing)• SCEP Plan Review and Drafting (Standing)<ul style="list-style-type: none">○ 3:30-5:00○ SBPT will split into breakout rooms by area of focus to create action steps.○ Whole SBPT Review of each team’s product with feedback and revisions.• Agenda for next meeting (Standing)• Pluses/Deltas (Standing)	All						
	2	<p>Discuss what worked well about this meeting and what we would like to change next time</p> <table><tr><th>Plus +:</th><th>Delta Δ:</th></tr><tr><td><ul style="list-style-type: none">•</td><td><ul style="list-style-type: none">•</td></tr></table>				Plus +:	Delta Δ:	<ul style="list-style-type: none">•	<ul style="list-style-type: none">•
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