

Date: April 21, 2021

Time: 3:30pm - 4:30pm

Location: Francis Parker School No. 23

Facilitator: Greg

Time keeper: Katie

Note taker: Jessa

Norms Tracker: Jaime

Members Present: Katie Yarlett-Fenti, Carla Roberts, Patricia Taboada-Serrano, Jenn Rothfuss, ~~Patricia McKinney~~, Kevin White, Greg Kunzer, ~~Caroline Carello~~, Jaime Kamauf, Jessa Perez, ~~Aniquette Kirton~~

Schedule [60 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates	Status
3:30 pm - 3:33 pm	3	Review objectives for today/Agenda Standing Items: <ul style="list-style-type: none">• Assign Times & Roles• Review Norms• Approval of Minutes• Professional Development• Shared Governance Report Out• SCEP Progress Monitoring• New Business• Agenda for next meeting• Pluses/Deltas New Business: <ul style="list-style-type: none">• 	Katie		
3:33pm - 3:35pm	2	Topic: Assign Roles NOTES: <ul style="list-style-type: none">• Done	All		
3:35pm - 3:37pm	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• Expect discomfort in the service of learning	All		
3:37pm - 3:39pm	2	Topic: Approval of Minutes NOTES: No discussion	All		

		<ul style="list-style-type: none"> Minutes were approved 			
3:39pm - 3:41pm	2	Topic: Professional Development NOTES: <ul style="list-style-type: none"> No new proposals Follow up with Aprille about the PD and email will be sent out to staff. 	Carla		
3:41pm - 4:01pm	20	Topic: Shared Governance Report Out NOTES: <u>Rigorous Academics:</u> <ul style="list-style-type: none"> We have begun the Data Wise Process and Journey Presentation to support the SCEP team in developing priorities for 2021-2022. Teachers and parents have questions about report cards. <u>Building Relationships:</u> <ul style="list-style-type: none"> Started looking at SEL programs and reviewing them. They discussed how programs can be rolled out and be more consistent over the years. They reflected on Second Step and Zones of Regulation in terms of grade levels/school community. Discussed common language/rules. Before there used to be Essential 23 and now there is some confusion on the community language/rules. PAWS? Something Lion related. Consider looking at a cheer, motto, common language (PAWS) <u>Community Excellence:</u> <ul style="list-style-type: none"> Lion's Den Bitmoji is almost complete. <u>Equity and Student Engagement:</u> <ul style="list-style-type: none"> Launching a website soon! It is being looked at by community partners (WHOLE Child health). The team is happy and worked very hard on this project. 	Team Leaders		
4:01pm - 4:10pm	8	Topic: SCEP Progress Monitoring NOTES: <ul style="list-style-type: none"> April 19th, we will switch back to Hallmark-2 (Postponed until May 5th) Communication Survey update on number of responses. There is a new process for creating the SCEP plan. This year the schools get to determine their area of focus. There is a timeline because we will be building from scratch. Members for the SCEP team will be selected. 	Katie		
4:20pm - 4:26	6	Topic: SCEP Development for 2021-2022 NOTES: <ul style="list-style-type: none"> View documents from NYS 	All		

		<ul style="list-style-type: none">Identify the SCEP Team Members and set up a time to meetJamie Kamauf, Katie Yarlett, Greg Kunzer, Jessa Perez, Carla Roberts, Patricia Taboada-Serrano, RTA Rep neededKatie will send out a Survey Monkey to collect days/times that work for everyone. Then she will get it out to Dan Hurley							
4:26pm - 4:28pm	2	<p>Topic: Agenda for Next Meeting</p> <p>NOTES: Next Mtg. April 21st @ 3:30pm</p> <p>Standing Items:</p> <ul style="list-style-type: none">Review Norms (Standing)Approval of Minutes (Standing)PD Approval (Standing)Shared Governance Report Out (Standing)SCEP Progress Monitoring (Standing)Agenda for next meeting (Standing)Pluses/Deltas (Standing) <p>New Business</p> <ul style="list-style-type: none">	All						
4:28pm - 4:30pm	2	<p>Discuss what worked well about this meeting and what we would like to change next time</p> <table><thead><tr><th>Plus +</th><th>Delta Δ</th></tr></thead><tbody><tr><td><ul style="list-style-type: none">Ended on timeWorked well together!</td><td><ul style="list-style-type: none">Started late</td></tr></tbody></table>				Plus +	Delta Δ	<ul style="list-style-type: none">Ended on timeWorked well together!	<ul style="list-style-type: none">Started late
Plus +	Delta Δ								
<ul style="list-style-type: none">Ended on timeWorked well together!	<ul style="list-style-type: none">Started late								