



John Walton Spencer School #16

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"Our School, Where Children and Learning Come First"

School Based Planning Team Minutes

Meeting Date: Tuesday, June 2, 2020

Meeting Time: 10:00-11:00 am

Place: Zoom Meeting

Members Present: Katy Frank, Fifth Grade Teacher
Stacy Franzese, First Grade Teacher
Kerry Hall, Fourth Grade Teacher
Michele Michel, Intervention Teacher
Lisa Oliver, Third Grade Teacher
Ernestine Brown, Parent Liasion
Lauren Gauvin, Fourth Grade Teacher
Lisa Garrow, Principal
Ellie Ellingham, Music Teacher
Jennifer Osborne, Intervention Teacher
Lee Wingo, Assistant Principal
Rob Burns, Community Engagement Coordinator
Amy Schramm, RTA Rep

Members Absent: Dominique Anderson, Parent
Shanna Hunneyman, Parent

Agenda Items:

I. Members signed off on previous meeting's minutes

II. 2020-2021 Event Calendar

Open House - September 24th, 2020

Parent-Teacher - Conference October 13th & March 2nd

Family Reading & Math Night - October 29th, 2020

Parent Workshops - November 19th, 2020

Winter Concert - December 17th, 2020

Black History Event - February 25th, 2021

Project Fair - March 18th, 2021
Mother's Appreciation - Friday, May 14th, 2021
Spring Concert & Arts Festival - May 27th, 2021
Father's Appreciation - Friday, June 11th, 2021
Field Day - June 18th, 2021
Pre-K Moving Up Day - Thursday, June 17th, 2021 (UPK 3)
Pre-K Moving Up Day - Tuesday, June 22nd, 2021 (UPK 4)
Kindergarten Graduation - Wednesday, June 23rd, 2021
6th Grade Graduation - Wednesday, June 23rd, 2021

All members (13) voted, 100% approved

III. Summer PD

More information coming on Summer PD.
Keep these dates reserved: August 25th, 26th, 27th (9-12pm)

IV. Data Notebooks/Portfolios

Portfolios - School No. 16 is no longer going to do end of year student portfolios that will transfer to the next year's teacher.

Teachers should keep a data folder that is a collection of student work to be used for parent-teacher conferences, CSEs, data meetings, etc. These folders will then go home with students at the end of the year.

Individualized data sheets will be created for each student. These will be created for teachers and will be an ongoing data tracking sheet.

Data Notebooks - will no longer be an expectation. Google data sheets will need to be completed and updated regularly and will be required at all data meetings.

All members (13) voted, 100% approved

V. UBD/Reading Program

K-5 UBD framework will not be used for ELA (MyView Readers and Writers) but will be used for Math.

6th Grade UBD will be used for ELA and Math

All members (13) voted, 100% approved

VI. CFAs/Assessment Schedule

K-6 teachers are to put Math CFAs in their grade level google folder (email from Pam)

Assessment Schedule is coming

Reading CFAs will follow MyView Literacy - more info coming

VII. New Business

An instructional handbook is being created. This handbook will capture all instructional expectations, along with classroom environment expectations. An assessment guidance document and calendar will be part of the handbook.

Next Meeting: Tuesday, June 23, 2020 via Zoom

Agenda:

- School Updates
- Tutoring For Students
- Upcoming Community Events
- Budget
- Summer PD