



John Walton Spencer School #16

***321 Post Avenue
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"Our School, Where Children and Learning Come First"

School Based Planning Team Minutes

Meeting Date: Wednesday, September 11, 2019

Meeting Time: 3:45-4:45

Place: School 16 Library

Members Present: Cory Hunneyman, Parent
Kerry Hall, Fourth Grade Teacher
Stacy Franzese, First Grade Teacher
Katy Frank, Fifth Grade Teacher
Jennifer Osborne, Intervention Teacher
Lee Wingo, Assistant Principal
Ellie Ellingham, Music Teacher
Lisa Garrow, Principal
Michele Michel, Intervention Teacher
Lisa Oliver, Third Grade Teacher
Ernestine Brown, Parent Liasion

Members Absent: Dominique Anderson, Parent
Michelle Allen, Parent

Agenda Items:

I. Members signed off on previous meeting's minutes

II. School Data

Letters were generated central office that went home to parents explaining student results on last year's NYS exams. At the present time, School #16 has met 8 out of 13 receivership school indicators. Data for the remaining 5 indicators is unavailable as of right now. There is an issue with the additional 200 hours of extended learning time. Ms. Garrow is continuing to work on the issue. Mr. Rob Burns will be the Community Site Coordinator for School #16. 100% of his time will be spent surveying

staff, students, and parents about our needs and then aligning community resources with those needs.

There has been an influx of disciplinary referrals since school began, so staff need to work on tier 1 behavior strategies, using eagle bucks, etc.

III. Instructional Updates

Mrs. Michel reported that AIMSweb testing started this week. She mentioned that staff are looking for headphones. NWEA will begin next week. All Being a Writer materials have been delivered. Mrs. Franzese brought up that when class sizes in primary grades exceed 20 students, there isn't enough technology for students. It was suggested that classrooms that are not utilizing iPads share with classes affected. Mrs. Michel brought up the same concern for intermediate classes, where chromebook carts do not hold enough working devices. Ms. Garrow reported that in the weekly bulletin, there will be a section for what is being monitored, so staff are aware of what they are being held accountable for. The teacher resource room (143) is set up for team day meetings and sign-outs for LLI and guided reading books.

IV. Open House

Ms. Brown has asked community members (YMCA, Urban League, 19th Ward, Boy Scouts, Girl Scouts, etc.) to come in for Open House, September 26th. There will also be a book fair. Open House will begin in the gym with quick staff introductions, and a discussion about receivership, indicators, and school data. Then parents will proceed to classroom visits. Teachers are expected to have: a sign-up for each of the following: parent volunteers, parent conferences, and room parents; **and** a snapshot of what is expected at each grade level. Teachers are responsible for photocopying their own Open House materials.

V. Superintendent's Conference Day

Our next Superintendent's Conference Day is October 11th. Ms. Garrow has not been told if the day is district or building-based. Someone is coming from the benefits department to inform staff of all benefits they are entitled to. As a school we need to dive deeper into the Rochester Instructional Framework and the Continuation Plan. Ms. Garrow is hoping

to hold several different workshops on EWA components so teachers can attend sessions that apply to them and that they need assistance with. It would also be beneficial to have grade level planning and/or vertical teaming, and begin our work on common formative assessments. Again, planning is premature as we do not yet know if the district has already planned something for October 11th. When more information is known, Ms. Garrow will notify SBPT members. There may need to be some work done by members via email and at different times, on what will happen on this day.

VI. Welcome Back to School Event 2020

This August we did separate Pre-K, kindergarten, new principal, and new student orientations. However, next summer we will hold just one orientation on August 27th, 2020 from 5:00-7:00 p.m. Ms. Garrow would like to have a barbeque and have all staff attend. Staff, please save the date!

VII. New Business

A staff member requested that there be a universal walking field trip form for students in order to attend the Presbyterian Home. Ms. Brown reported that the field trip form went home in student blue folders, so all students who returned it should be covered.

School Climate Committee PD request was approved by SBPT.

Next Meeting: Wednesday, October 9, 2019

Agenda: *Next Month's Meeting will be in room 143, the Teacher Resource Room*

- Benchmark Assessment Data
- Title One