

School-Based Planning Team

Date: June 16, 2021

Time: 2:00pm - 4:00pm

Location: Francis Parker School No. 23

Facilitator:

Time keeper:

Note taker:

Norms Tracker:

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

Non-SBPT Members Present: Aprille Burton, Kim McInerney, Josh Dean

Schedule [120 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates	Status
2:00 pm - 2:02 pm	2	Review objectives for today/Agenda Standing Items: <ul style="list-style-type: none"> • Assign Times & Roles • Review Norms • Finish Commitment Statements 1 & 2 • Finish Commitment 1 • Agenda for next meeting 	Facilitator		
2:02pm - 2:04pm	2	Topic: Assign Roles NOTES: <ul style="list-style-type: none"> • Done 	Facilitator		
2:04pm - 2:06pm	2	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 	Norms Tracker		

		<ul style="list-style-type: none"> Expect discomfort in the service of learning 			
2:06pm - 2:16pm	10	<p>Topic: 2021-22 SCEP Expectations Form Review</p> <p>NOTES:</p> <ul style="list-style-type: none"> Reviewed Expectations 	Katie		
2:16pm - 2:30pm	14	<p>Topic: 2021-22 SCEP Template Review</p> <p>NOTES:</p> <ul style="list-style-type: none"> Reviewed SCEP Template 			
2:30pm - 2:40pm	20	<p>Topic: Create Commitment Statements</p> <p>NOTES:</p> <ul style="list-style-type: none"> Our 2 commitment areas: <ul style="list-style-type: none"> Positive and Inclusive School Environment <ul style="list-style-type: none"> Student leadership SEL Building relationships Student Engagement <ul style="list-style-type: none"> Discussion protocols PBL Focus- hands-on activities. Reviewed examples of statements. 	All		
2:40pm - 3:55pm	75	<p>Topic: Commitment 1</p> <p>NOTES:</p> <ul style="list-style-type: none"> We commit to deepening relationships among students, families, staff, and the community by creating a positive and inclusive school environment that values student equity, voice and leadership. <p>Topic: Commitment 2</p> <p>NOTES:</p> <ul style="list-style-type: none"> We commit to fostering active student engagement through culturally responsive and student-centered teaching practices. 			
3:55pm - 3:58pm	3	<p>Topic: Agenda for Next Meeting</p> <p>NOTES: Next Mtg. June 9th @ 2:00pm</p> <ul style="list-style-type: none"> Assign Times & Roles Review Norms Approval of Minutes 			

		<ul style="list-style-type: none"> Continue with SCEP 							
3:58pm - 4:00pm	2	<p align="center">Discuss what worked well about this meeting and what we would like to change next time</p> <table border="1"> <thead> <tr> <th align="center">Plus +</th> <th align="center">Delta Δ</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> Effective use of time Teamwork </td> <td> <ul style="list-style-type: none"> </td> </tr> </tbody> </table>				Plus +	Delta Δ	<ul style="list-style-type: none"> Effective use of time Teamwork 	<ul style="list-style-type: none">
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