

## School-Based Planning Team

**Date:** June 23, 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	<b>Review objectives for today/Agenda</b> Standing Items: <ul style="list-style-type: none"> <li>Assign Times &amp; Roles</li> <li>Review Norms</li> <li>Finish Commitment Statements 1 &amp; 2</li> <li>Finish Commitment 1</li> <li>Agenda for next meeting</li> </ul>	Facilitator		
2:02pm - 2:04pm	2	<b>Topic: Assign Roles</b> <b>NOTES:</b> <ul style="list-style-type: none"> <li>Done</li> </ul>	Facilitator		
2:04pm - 2:06pm	2	<b>Topic: Review Norms</b> <b>NOTES:</b> <ul style="list-style-type: none"> <li>Take an inquiry stance</li> <li>Ground statements in evidence</li> <li>Assume positive intentions and take responsibility for impact</li> <li>Stick to protocol and hear all voices</li> <li>Start and end on time</li> <li>Be here now</li> <li>Expect non-closure</li> <li>Expect discomfort in the service of learning</li> </ul>	Norms Tracker		
2:06pm - 2:25pm	19	<b>Topic: Discuss SCEP Items to be Pushed to Year 2</b> <b>NOTES:</b> <ul style="list-style-type: none"> <li><a href="https://docs.google.com/document/d/1Zln35VdAS_wJQiUnS8vanGge-ePzQdUWMQ5WEe6PkDw/edit?usp=sharing">https://docs.google.com/document/d/1Zln35VdAS_wJQiUnS8vanGge-ePzQdUWMQ5WEe6PkDw/edit?usp=sharing</a></li> </ul>	All		

2:25pm - 3:25pm	60	<b>Topic: Commitment 1</b> <b>NOTES:</b> <ul style="list-style-type: none"> <li>Finished all subsections except Restorative Practices Section</li> <li>Should we focus on Tier 2 and 3 Restorative Practices with only support staff Year one and move Tier 1 Restorative Practices in the classroom to Year 2? Focus on Peace Circles Year 1 instead?</li> <li>Moved student mentorship/peer mediation to Year 2.</li> </ul>			
3:25pm - 3:55pm	30	<b>Topic: Commitment 2</b> <b>NOTES:</b> <ul style="list-style-type: none"> <li>Decided to focus on just PBL and Discussion Protocols Year 1.</li> <li>Moved student-led assessments and student portfolios to Year 2.</li> </ul>			
3:55pm - 3:58pm	3	<b>Topic: Agenda for Next Meeting</b> <b>NOTES: Next Mtg. June 9th @ 2:00pm</b> <ul style="list-style-type: none"> <li>Assign Times &amp; Roles</li> <li>Review Norms</li> <li>Approval of Minutes</li> <li>Complete Commitment 1</li> <li>Complete Commitment 2</li> <li>Decide on Staff, Student and Parent Survey questions for assessing SCEP goal attainment.</li> <li>Determine qualitative and quantitative data points for each Commitment.</li> </ul>			
3:58pm - 4:00pm	2	<b>Discuss what worked well about this meeting and what we would like to change next time</b>			
		<p style="text-align: center;"><b>Plus +</b></p>	<p style="text-align: center;"><b>Delta Δ</b></p>		
		<ul style="list-style-type: none"> <li>Effective use of time</li> <li>Teamwork</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>		