**World of Inquiry School**

**SBPT Minutes**

**September 14, 2017**

Facilitator: Sheela Webster Timekeeper: Kim Garlock Secretary: Kerry Robertson

Members present: Kerry Robertson, Jessica Flanders, Kim Garlock, Jamila Suhail, Jessica Aldinger, Gina Poretta-Baker, Nicole McCoy, Robert Bond

Absent: Mike Maloy, Nissa Youngren

Introductions made

Need two student members to be on SBPT. One student will be elected and one should be a founding member of the Student Council Crew. Kim Garlock to reach out to Eman and Lisa Brown.

Went over ground rules for SBPT:

* Attend meetings regularly in a timely manner
* Members will share the responsibilities of facilitation and time keeping through the 2017-2018 school year.
* Minutes will be recorded at each meeting by the designated secretary and distributed to all staff members and posted on the school website.
* Share airtime with other members of the team.
* Each member will communicate all pertinent information with respective constituency members.
* Read the minutes in advance whenever possible.
* Follow standard agenda each week:
	+ Approval of Minutes
	+ New Business: Sept Meeting: SCEP, Calendar
	+ EL Updates (Kerry Robertson)
	+ Secondary Updates (Kim Garlock)
	+ Design Task Team Updates (need each member SBPT to report for one of the Design Task Teams)
	+ PTC Updates (Parent Representative)

Reviewed SCEP for 2017-2018

Respectfully submitted,

Kerry Robertson