

School-Based Planning Team

Date: 02/14/2024

Time: 3:30pm - 4:30pm

Location: Francis Parker School No. 23/Microsoft Teams

Facilitator: Katie

Time keeper: Howland

Note taker: Rothfuss

Norms Tracker: Blue

Members Present: Katie Yarlett-Fenti, Jen Rothfuss, ~~Jamie Klotz, Danielle Carlson~~, Sheila Howland, Megan O'Hara, Ben Edwardsen, Jonathan Marsh, Patricia McKinney, Carla Roberts, Paula Bryant

Schedule [60 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates	Status
		Review objectives for today/Agenda Standing Items: <ul style="list-style-type: none"> • Assign Times & Roles (Standing) • Review Norms (Standing) • PD Approval (Standing) • Faculty/Committee Meeting Updates • School Improvement Plan Updates • New Business 	Facilitator		
		Topic: Assign Times and Roles NOTES: <ul style="list-style-type: none"> • Done 	Facilitator		
		Topic: <u>Review Norms</u> 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 • Expect discomfort in the service of learning 	Norms Tracker		
3:40 - 3:47		Topic: PD Approval NOTES: <ul style="list-style-type: none"> • The Teacher's Action Research Project had its first meeting on 02/06/2024 for the book: 	Katie		

**TEACHING
BLACK BOYS**
IN THE
ELEMENTARY GRADES

Advanced Disciplinary Reading and
Writing to Secure Their Futures



ALFRED W. TATUM
Foreword by Josh Parker | Afterword by Cornelius Minor

- They have had 2 meeting, identified roles, discussed, and began creating a PPT.
- The expectation is that the group will turn-key their learning to the rest of the staff.
- March 1st Half-Day PD Topic: SEL Focus on Staff Self-Care (Student Equity & Engagement Committee is taking this on)

3:47
-
4:13

Topic: Faculty/Committee Meetings Updates

NOTES:

- **Building Relationships**
 - Currently finishing up loose ends before our “Night at the Museum/A Black History PBL Showcase Event” tomorrow night.
 - Family will create a Talking Piece using Kente Cloth
 - Patricia and Kaitlyn will connect with Mayukwa prior to the assembly to see the best way for students to sit and engage.
 - Jenn will create a survey to gain feedback from both teachers and parents regarding our big events.
- **Student Equity & Engagement**
 - Night at the Museum: Passports for each family. They will receive a stamp for each grade level they visit
 - Create hieroglyphics - have the stamp pad
 - Assembly tomorrow: Mayukwa drummer coming to our student assembly.
 - Pre-K will do a song.
 - Ms. Fox has a chorus compilation video to play.
 - Some teachers communicated that they cannot stay for the entirety of the showcase.
 - Mixed reviews on how late they can stay and mixed excitement.
- **Data Wise**
 - Admin will be looking for Differentiated Small Group Instruction and Centers as well as
 - Walk to Read/ Intervention/ Enrichment is already up and running since the Winter Benchmark test. Adjusting groups on an as-needed basis.
 - iReady Growth Monitoring: Should have a survey for feedback regarding the ability for the system to log minutes in the system while students are completing it. It says “0 minutes” after they are done, which is defeating.

All

		<ul style="list-style-type: none"> ○ Discussion Protocols: Admin will be doing walkthroughs to check for evidence of Discussion Protocol Posters, Sentence Starters, and student engagement in Discussion Protocols. <ul style="list-style-type: none"> ▪ Still noticing a lot of “Turn & Talk” feedback to teacher will ask how other protocols are woven into instruction ▪ Would be nice to see a continuum of protocols throughout the grade-levels in order to figure out what is working, what to build on, what to introduce, etc... ○ Next Focus Area(s): Student Writing Portfolios, Benchmark Pieces, Rubrics, etc. <ul style="list-style-type: none"> ▪ It has been frustrating to not roll-out the curriculum as hoped, but a request is going forward regarding the use of MyView vs. Being a Writer ● Community Excellence <ul style="list-style-type: none"> ○ 463 books have been given away via the book vending machine <ul style="list-style-type: none"> ▪ Scholastic Book Fair Dollars will be used to replenish the vending machine with librarian input. 			
4:13 - 4:15		<p>Topic: New Business</p> <p>NOTES:</p> <ul style="list-style-type: none"> ● The Elementary Report Card (K-5) Grading Procedure is confusing as well as the retention piece. As a SBPT, we have more questions than answers- our stance is to not implement them until next year or until specific questions are answered regarding retention and percentage/number correlation ● This discussion will be tabled until we can get more feedback during our grade-level meetings. 	All		
		<p>Topic: Agenda for Next Meeting</p> <p>NOTES: Next meeting</p> <ul style="list-style-type: none"> ● Assign Times & Roles (Standing) ● Review Norms (Standing) ● Approval of Minutes (Standing) ● PD Approval (Standing) ● Faculty/Committee Meeting Updates (Standing) ● New Business (Standing) 	All		
		Discuss what worked well about this meeting and what we would like to change next time			
		Plus +	Delta Δ		
		<ul style="list-style-type: none"> ● In-depth discussions ● All voices were heard 	<ul style="list-style-type: none"> ● Started Late ● No Quorum 		