

Edison Career & Technology High School SCHOOL BASED PLANNING TEAM MEETING

Wednesday, January 11, 2023

5:00 PM - 6:30 PM (ZOOM)

Edison Career & Technology High School, 655 Colfax Street, Rochester, NY 14606

Facilitator: Jacob Scott

Note Taker: Kathryn Leenay

Time Keeper:

School Based Meeting Norms:

SBPT Members: Ebony Stubbs, Annissa Hines, Richard Paufler, Adrienne Murray, Tegra Silver, David Burgess, Charmaine Cohen, Sandhya Gupta, Kyla Harris, Kevin Murphy, Andrea Seckel, MiEsha Adell, Kathryn Leenay, Sarah Paxhia, John O'Neil, LaCassa Felton, Robert Goldsberry, Babette Phillips, Jacob Scott, Helen Dumas



Attendees: Sandy Gupta, LaCasa Felton, Annissa Hines, Andrea Seckel, Babette Phillips, John O'Neil, Dr. Charmaine Cohen, Kyla Harris, Helen Dumas, Richard Paufler, Kevin Murphy, MiEsha Adell, Kathryn Leenay, Jacob Scott,

Absent: Ebony Stubbs, Adrienne Murray, Tegra Silver, David Burgess, Sarah Paxhia, Robert Goldsberry

Agenda:

- (1) Welcome and Introduction of Members
- (2) Approval of Minutes from [December 7, 2022](#)
- (3) Principal Updates
- (4) **Future Half Day Schedules** - Seckel
- (5) **MTSS Update** - Felton
- (6) **ENL/Bilingual proposal update from Subcommittee** - Leenay

Updates and Check-Ins:

- (7) **Parent Engagement** - Dr. Cohen
- (8) **Professional Learning Experience** - Phillips
- (9) **ENL/Bilingual Proposals** - Leenay
- (10) **MTSS Update** - Felton
- (11) **Clubs and Organizations** - Murphy, Harris
- (12) **Instructional Council** - Burgess
- (13) Other Items

TIME


MIN

ACTIVITY

MINUTES

5:00 PM	5	Happy New Year! Welcome and Introduction of Members	
5:03 PM	5	Approval of Minutes from Wednesday, December 7, 2022	Approved via email 1st: John O'Neil 2nd: LaCassa Felton Approved in meeting
5:08 PM	10	Principal Updates Jacob Scott	<ul style="list-style-type: none"> • NYS Department OISR visit presentation - 12.14.22 • OCR Holiday Extravaganza - 12.21.22 • D&C NYSAA Article - Jan. 3.23 • ET/REOC Adult Education Class • Q2 is due on Jan 17, 2023 • Facilities Modernization Plan (FMP) Update <p>December 14th was State Review. Ended up visiting 3 classes and shared slides. Talked about graduation (indicator 70) and where we are. Instructional Counselor and Employability Standards also discussed. Recognized before we were off (22nd and 23rd) had an OCR Holiday Event. Celebrated students who completed work. Students received amazing prizes! Mr. Scott shares images from the event.</p> <p>POSITIVE PRESS: D&C - January 3rd on front page we had NYSYAA (? on letters) featured. Article shared by Mr. Scott.</p> <p>Starting in February we will have an adult education event in Auto Tech. First time in a while. It is free. Please spread the word. One of our partners is guaranteeing jobs for those who complete the work.</p> <p>Next quarterly report is due January 17th. IC will review along with Administrators.</p> <p>We were asked to discuss how dollars will be spent for FMP (Facility Modernization Phase). Will report in future.</p>

			<p>Question (Harris) - Will room changes take place?</p> <p>Answer (Scott) - in conversation.</p> <p>Question: (Hines) Will children be involved in this process?</p> <p>Answer (Scott): yes. Surveys and other communication will be used. Hoping some of the students will be involved in the work (electrical work for ex)</p>
5:18 PM	5	Future Half Day Schedules Andrea Seckel	<p><u>Proposed Options:</u></p> <ol style="list-style-type: none"> March: 3,5,8,9 May: 1,6,7,9 March: 3,5,8,9 May: 1,6,8,9 <p>Two half days. Try to do even distribution of days. Presented both options because I wanted fewer "lunches." Sent to teachers twice. More votes for second choice - that is where we are as teachers.</p> <p>Mr. Scott - Fewer lunches is better.</p> <p>Seckel - Does any other group have another idea?</p> <p>Philips - How do CTE teachers feel about the block scheduling?</p> <p>Seckel - Checked with them and they have 6th off.</p> <p>Mr. Scott- If no one disagrees, we will go with Option 2.</p>
5:23 PM	5	Parent Engagement - Dr. Charmaine Cohen	<p>In fall, I gave a presentation on my focus for the year. (shows image). We have been working on this - an update</p> <p>Parent Series - had ENL night (11/10/22)</p> <p>Note - all information in native languages</p> <p>Cohort - 11th grade being Alumni in (12/14/22)</p>

			<p>Parents of Athletes - 12/15/22 Note - discussed scholarships Bilingual Parents - next week is a graduation. Six week series will be completed. From this pool we will pull parents for school council. Literacy Day - In November (priority #3). Had authors and a parent author (Ms. Stubbs). The parents came in and had lunch. Kick off for the 25 Book Read A Thon.</p> <p>Planning another athletic event. This will be Saturday. Let the parents know that coaches care about the WHOLE child; academic as well as physical health</p> <p>Education Summit - February 2023. More to come.</p>
5:28 PM	5	Professional Learning Experience Babette Phillips	<p>The process is more rigorous than first thought. Mr. O'Neil's came through. Need to have someone come in from OPL to go over the writing process for a proposal. It is very challenging for teachers to go through this process. Will set up a meeting with CO.</p>
5:33 PM	10	ENL/Bilingual proposals  ENL subcommittee - minutes 12.19.22... Kathryn Leenay	<p>O'Neil will speak to this. Trying to seek a balance with meeting the needs of the ELLs. Both meetings were productive. Learned a lot about "back scene" It was reassuring to know CO and Darcy are looking at the numbers weekly Second meeting - we will embrace having students having a voice.</p> <p>Leenay suggested to please look at minutes and provide any feedback or ask questions. Scott - Want to know what we are doing and WHY we are doing it.</p>
5:43 PM	15	MTSS Update LaCassa Felton	<p>The MTSS (multiple tiered system of supports) We have diverse representation in each team (teachers, counselors....) Starting to get referrals. In the last meeting, we had a 9th grade team model how they would address a 9th grade</p>

			<p>referral. I had the opportunity to discuss next steps. It was beneficial.</p> <p>Next meeting, the district representation will be present.</p> <p>Currently have 4 referrals.</p> <p>We are capturing all the data in ONE place (Hoorary!!) Very important.</p> <p>Able to move along the tier levels.</p>
5:58 PM	10	Clubs and Organizations - Kevin Murphy & Ms. Harris	<p>Murphy - Paperwork was submitted in December. Approvals are coming in slowly. Some issues - SBPT were not submitted. Not true so trying to figure it out.</p> <p>Harris - In next month, I will work on a schedule. We will start getting clubs for fall 2023 this spring. This way students can plan.</p> <p>Scott - Further conversations about how paperwork is processed by CO needs to take place. This will assist us in making things smoother in the future.</p>
6:13 PM	10	Instructional Council - David Burgess & Diane Watkins	<p>Watkins - We have had literacy initiatives. Talked to teachers about the technical components of reading</p> <p>How would we grade non regents classes? Look at what CTE has done as well as the standards.</p> <p>What are we doing for students who need to take regents? Hope they are in ED, but if not we will plan from there.</p> <p>After school - Done Tech PDs (ex. Canva, BookCreator).</p> <p>Revisit our goals and make sure we are on target.</p>
6:23 PM		Other Items/Planning for next meeting	<p>Plan for next meeting: (agenda topics)</p> <p>What is on the agenda stays, but it is for updates generally and/or you can pass.</p> <p>Anything else that should be on?</p>

			Seckel - Plan for next half Day in March. Gupta - Updates on MTSS Scott - present data around mid-term exams. Meeting ended: 5:51 p.m.
Next Meeting Agenda Items			
VOTING ITEM: Club & Organizations for the 2022-23 school year		Parent: RTA: RAP: Bente: ASAR:	
VOTING ITEM:		Parent: RTA: RAP: Bente: ASAR:	
Parking Lot			
		Next Meeting: February 1, 2023 from 5:00-6:30 pm Facilitator: Notekeeper: Timekeeper:	