

Edison Career & Technology High School SCHOOL BASED PLANNING TEAM MEETING

Wednesday, October 11, 2023

5:00 PM - 6:15 PM Teams

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

Facilitator: LaCassa Felton

Note Taker: Mr. O'Neil

Time Keeper: Dr. Cohen

School Based Meeting Norms:

SBPT Members: Ebony Stubbs, Annissa Hines, Charmaine Cohen, Sandhya Gupta, Kyla Harris, Kevin Murphy, Andrea Seckel, Sarah Paxhia, John O'Neil, LaCassa Felton, Michael Samuel, Babette Phillips, Lisa Johnson, Diane Watkins, Shaun Rodriguez, Rita Ross, Korrie Mros, Marquan Grimes



Attendees: LaCassa Felton, Ebony Stubbs, Charmaine Cohen, Sandhya Gupta, Andrea Seckel, John O'Neil, Michael Samuel, Diane Watkins, Shaun Rodriguez, Rita Ross, Marquan Grimes, Kevin Murphy, Lisa Johnson

Absent:

Agenda:

- (1) Welcome and Kudos
- (2) **Approval of Minutes from September, 20, 2023**
- (3) **Approval of Bell Schedule for half day October 27, 2023**
- (4) Principal Updates - Felton

Updates and Check-Ins:

- (5) **Parent Engagement/CTE Expo** - Dr. Cohen
- (6) **Class of 2024** - Phillips
- (7) **Clubs and Organizations** - Mr. Murphy
- (8) **Instructional Council/MTSS update** - Ms. Watkins
- (9) **Data updates:** Ms. Mros
- (10) Other Items: see below in agenda

TIME	MIN	ACTIVITY	MINUTES
5:00 PM	5	Welcome and Kudos	
5:10 PM	5	Approval of Minutes from September 20, 2023	

5: 15 PM	10	Principal Updates LaCassa Felton	Discussion of the half day schedule for 10/27 - 1,3,4,9 - All constituencies voted in favor. Conferenced with NYSED - they're visiting classrooms on Friday morning. A current update on what's happening in the building will be given to NYSED at that time.
5:25 PM	10	Parent Engagement - Dr. Charmaine Cohen	Tomorrow's Parent Teacher Conference night was discussed like the CTE Expo and other features of the evening.
5:35 PM	10	Class of 2024 Extended Day Academic Intervention Babette Phillips	Tabled
5:40 PM	5	Clubs and Organizations - Kevin Murphy	On 9/28 clubs informational meeting happened with CO. Waiting on club application submissions and we will likely vote between meetings so clubs can start to operate and fundraise as needed. Needs: to establish a deadline for applications All clubs need a president, secretary, and treasurer
5:50PM	10	Instructional Council MTSS Update Ms. Watkins	PD is being designed based on relevant data (5 week report info) and observations (walkthroughs) around teaching and learning in classrooms. Focus has been on Late to Class lists looking for patterns and implementing interventions with follow-up so as to be mindful about them, to evaluate their effectiveness.
6:00 PM	5	Data Updates Ms. Mros	Discussed some in the MTSS updates. Ms. Mros shared and discussed the Late to Class and 5 week grade report data with the call to action to use it to inform instruction so students can finish the 1st marking period strong.
6:05 PM	5	Voting half day schedule (which periods) Break out rooms	
6:10 PM	5	Tally Vote	
6:15 PM		Dismissal	Meeting adjourned at 5:50pm

Next Meeting Agenda Items			
VOTING ITEM:		Voting Topic: Periods for half day Parent: RTA: RAP: Bente: ASAR:	
Parking Lot			
		Next Meeting: Facilitator: Notekeeper: Timekeeper:	