
OUR MISSION IS STUDENT SUCCESS...ACADEMIC, ARTISTIC, AND HUMANISTIC

SCHOOL BASED PLANNING TEAM

AGENDA

Tuesday, May 15, 2018

3:45 pm – 5:30 pm Room A178

Attendees: Allison Bosworth, Breanna Eng, Brian Haak, Evan Wilson, JoAnn Aspenleiter, Kelly Nicastro, Luke Fellows, Matt Bonawitz, Matt Fusco, Marcy Gamzon, Martin Presberg, Susan Rudy,

Guests:

Absent: Lisa Kasdin, Alexis Jones, Kentrayl Brown

TIME	TOPIC	PERSON	DISCUSSION/ DESIRED OUTCOME	ACTUAL TIME
3:45 – 3:46pm	Call Meeting to Order (Vote: To Call Meeting to Order)	S. Rudy/All	meeting called to order	3:52
3:46 – 3:48pm	Approval of Today's Agenda / Set Timing (Vote: To approve agenda)	S. Rudy/All	agenda approved	3:54
3:48 – 3:58pm	Department Presentations Update (ELA, Reading, Science, Math, Social Studies, Creative Writing, Special Education, Drama) -Written feedback and thank you notes to departments.	Committee (Rudy, Kasdin, Fusco, Bosworth)	A thank you letter has been drafted for groups who have already presented. These will go out to the department presenters after our next meeting. Drama presentation - Luke Fellows a handout of 'what is working?' 'department goals' and 'how can SBPT help' was distributed There is a discussion of using SOTA acting classes in lieu of Brockport drama prerequisites. Conversation is ongoing. SOTA stream has been very successful. Using google classroom for senior showcase. Good family support for shows. Discussion of changing course titles -- there is a process to get necessary approvals from central office. SBPT looks forward to getting further updates after it has gone to Central Office.	4:11
3:58 – 4:10pm	SBPT Elections for Next Year (must take place in May)	All	Susan has been in contact with RTA. There are 4 open positions. Elections will be held before the end of the month.	4:15

			Next PTSO meeting is June 5 and the vote for SBPT parent representatives will be held at that time. JoAnn has reached out to the student government advisors regarding the process for student SBPT representative election.	
4:10-4:15	New Courses	K. Nicastro	A sheet with 3 new course descriptions was distributed. A sample course request form was distributed. The form lists all courses, but the courses that are held are ultimately dependent on enrollment. SBPT has English IV Mosaics as a club today. Pan-African Studies and Latino Studies can be combined to be a full-year course. These classes will be held or not held next year depending on enrollment. SBPT approves the 3 electives as proposed. Some discussion of possible alternate Science courses to Environ Science. Ms. Eng will investigate further.	4:32
4:15 – 4:25pm	Parent Involvement/Title I <ul style="list-style-type: none"> ● Clarity on the process for how paperwork is to be created, approved, and submitted. Kelly will research and share the answer with the team ● Parent Involvement Policy for the Title I PI/PE 2018-19 school year 	K. Nicastro All	Janine Rella has agreed to take a lead role through PTSO for Title 1. Ms. Nicastro reviewed the Title 1 task list by month. SBPT reviewed and adopted the district written Parental Involvement Policy for 2018-19. Parent and Principal signatures were obtained.	4:48
4:25 – 4:35pm	Committee/Constituency Share Out and Update <ul style="list-style-type: none"> ● Professional Development ● Students, Parents, Teachers, Administration 	All	All PD activities are complete PTSO attendance has been challenging. Discussion of goal based meetings and/or tying meeting times to existing school events. Discussion of how much time students should have to make-up work for excused absences (especially absences for field trips or other school activities.) Possible policy: Students who miss class for an excused absence related to a music lesson, field trip or similar school activity are expected to submit all missed work on the same timeline as students who did not miss class. JoAnn will create a google survey to poll the teachers on their opinions on this topic, and SBPT will discuss further next month.	
4:35 – 5:00pm	Principal's Update <ul style="list-style-type: none"> ● Communication ● Staffing ● Arts and Instruction ● School Culture and Climate ● District Initiatives and Updates 	K. Nicastro	Last day of school for 8th grade is 6/18. Last day of school for 7th grade is 6/15. 5 retirements. (Edmondson, Lurkins, SS teacher, Antonio, Hendricks) There is some chance that the current Power School System is going to change in September 2018. It will almost certainly be a hot mess.	5:20
5:00 – 5:10pm	Approval of Today's Minutes (Vote: To approve agenda)	S. Rudy/All		5:26

5:10 – 5:20pm	Set Agenda for Next Meeting	S. Rudy/All	Finish Line Report Dept. Presentation Letters. Election updates Scheduling for summer SCEP plan meetings Make-up work policy Bente and RAP positions. Standard agenda items.	5:29
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Snacks Today: Wilson/Fellows
 Next Meeting: 6/12 Snacks: Bonawitz!
 Future Meetings: TBD

Please remember: SBPT meetings are open to the public.
 Visitors do not participate in the full team conversations and are invited to sit in a designated area.

Minutes to be posted on SOTA SharePoint page and sotarochester.org after approval.