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

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**SCHOOL BASED PLANNING TEAM MINUTES**

Wednesday, September 25, 2019

4:15 pm – 6:00 pm

**Members:** JoAnn Aspenleiter, Matt Bonawitz, Nija Branca, Breanna Eng, Matt Fusco, Marcy Gamzon, Lisa Kasdin, Brian Haak, Allison Bosworth, Kelly Nicastro, Susan Rudy, Evan Wilson, Anais Rivera

**Absent:** Martin Presberg, Paul Pittinaro, Susel Linares

**Guests:**

**TimeKeeper:** N. Branca

**Notetaker:** M. Presberg

**Facilitator:** S. Rudy

TIME	TOPIC	PERSON	DISCUSSION/ DESIRED OUTCOME	ACTUAL TIME
4:15 – 4:17pm	Call Meeting to Order <b>(Vote: To Call Meeting to Order)</b>	S. Rudy/All	Approved to call meeting to order. Seconded	4:28
4:17 – 4:20pm	Approval of Today's Agenda / Set Timing <b>(Vote: To approve agenda)</b>	S. Rudy/All	Agenda approved. Seconded.	4:28
4:20 - 4:30pm	8/14/19 Meeting Minutes <b>(Vote: To approve minutes)</b>	M. Presberg/All	8/14//19 Meeting Minutes approved. Seconded.	4:32
4:30 - 4:45pm	Title I	J. Aspenleiter	Met with Becca Haak about Title I, also had a meeting with Carrie Pecor. Discussed ideas for Title I Funds. Home School Assistant, Mary Gray (parental concerns can be directed to Mary), would like to work on Title I as well. Would like to work with PTSO.	4:32

			<p>First event October, Parent Teacher Conference night food before the conferences, also highlighting students and their arts. Carrie is helping us understand Title I.</p> <p>Supposed to have a list to Central Office by September 30, 2019. Send ideas to Becca or JoAnn. Submissions are now made online (instead of paper).</p>	
4:45 - 4:55pm	Parent Constituency Update	Parents	<p>Voting tonight for SBPT reps. Two people possibly interested. Martin will serve again for another term.</p> <p>PTSO - president stepped down. PTSO is meeting tonight (9/25). Looking for parents to step up to lead groups.</p>	4:39
4:55 – 5:10pm	<p>Committee/Constituency Share Out and Update</p> <ul style="list-style-type: none"> <li>● Professional Development</li> <li>● Culture and Climate</li> <li>● Students, Parents, Teachers, Administration</li> </ul>	All	<p>PD</p> <ul style="list-style-type: none"> <li>- Met last week, scheduled PDs through December (e.g. opioids and narcan training, sexual assault)</li> <li>- January on - plan for summer</li> <li>- JoAnn met with Restorative Practice training, surveyed the staff for good time for training</li> </ul> <p>Culture and Climate - still planning from the list</p> <ul style="list-style-type: none"> <li>- Oct 17 - Parent Teacher Conference - Photo Club will take pictures (family portraits) for holidays</li> <li>- Following Monday will be photos for staff</li> </ul> <p>Day of Service - Oct 18 (many arts teachers involved) - Led by Nicole Robinson</p>	4:48
5:10 - 5:20pm	RCSDlink Update	B. Haak/K. Ncastro	<p>Parents/Guardians received a letter from the District dated September 17 explaining the status of RCSD Link.</p> <ul style="list-style-type: none"> <li>- Students are asking for grade reports (freaking out about grades)</li> <li>- Teachers can print reports from Power School</li> </ul>	4:52
5:20 - 5:35pm	<p>Cell Phone Policy</p> <p>-Late to first period?</p>	B. Haak/K. Ncastro	<p>Feedback has been very positive. Students more focused on work.</p> <p>Students late - students are choosing to wait outside until the last minute to go in school. All buses arrive by 7:05. Students driving themselves or being dropped off are arriving late (7:25-7:40). There was a line for the first couple days. First week there was no phone collection to practice getting in to school. There is a very small group (~10 students) are consistently trying to sneak phones in. There is a plan for inclement weather to move students in school faster.</p> <p>Padded Envelopes resist damage from drops.</p> <p>Students can get phones when leaving for lunch as a direct result of Administration listening to student and parent concerns.</p> <p>Passes - red scanning pass, excused absence for delays due to scanning - white tardy pass</p> <p>Second scanner added for main doors.</p>	4:57

			<p>Separation of 7-8 from 9-12 is working well.</p> <p>Suspension comparison (pre phone policy vs. post)</p> <ul style="list-style-type: none"> <li>- 2018 after 8 days 17 suspensions</li> <li>- 2019 after 8 days 5 suspensions</li> <li>- 2018 after 13 days 34 suspensions</li> <li>- 2019 after 13 days later 13 suspensions</li> </ul>	
5:35 – 5:50pm	<p>Principal's Update</p> <p>Communication</p> <p>Staffing</p> <p>Arts and Instruction</p> <p>School Culture and Climate</p> <p>District Initiatives and Updates</p>	K. Nicastro	<p>Communication</p> <ul style="list-style-type: none"> <li>- Principal's letter in September</li> <li>- Website updated</li> <li>- Schedules not mailed out on time <ul style="list-style-type: none"> <li>- SOTA made aware on Tuesday there was a problem</li> <li>- Emailed parents how to find schedule for first period</li> </ul> </li> <li>- RCSD Link - Letter from district is a direct result of Principal Nicastro insisted on communication from District <ul style="list-style-type: none"> <li>- get RCSD Link for calendar</li> <li>- hopefully mid-October it will be running</li> </ul> </li> </ul> <p>Staffing</p> <ul style="list-style-type: none"> <li>- restorative practice coach M/T</li> <li>- 3rd social worker hired</li> </ul> <p>Arts and Instruction</p> <ul style="list-style-type: none"> <li>- state results <ul style="list-style-type: none"> <li>- English 24% to 28% proficiency</li> <li>- Math 16% to 22% proficiency</li> <li>- 7th inc 7%</li> <li>- 8th inc 8%</li> <li>- Science 8 level 3-4 dropped 10%</li> </ul> </li> </ul> <p>Climate and Culture</p> <ul style="list-style-type: none"> <li>- Chronic absenteeism = 10%</li> <li>- Middle school - 27% are chronic</li> <li>- Highschool - 33.1% are chronic</li> </ul> <p>District Initiatives</p> <ul style="list-style-type: none"> <li>- change in public health law, 7 students not allowed to come to school because of insufficient immunizations, change in law effective 9/25, proof of future immunization appointment is not sufficient now</li> <li>- Oct 16 test day <ul style="list-style-type: none"> <li>- 9-11 take PSAT, grade 12 takes SAT</li> <li>- Grade 7&amp;8 have alternative field trip</li> </ul> </li> </ul> <p>AP Plumbing</p> <ul style="list-style-type: none"> <li>- repairing bathrooms and any sinks (chemistry, locker rooms) anything tagged is being changed</li> <li>- in May plant maintenance was contacted</li> <li>- exit 13 will have rubber tiles like second floor ramp</li> <li>- new mats in front doors</li> </ul>	<b>5:20</b>

			<ul style="list-style-type: none"> <li>- fixing AC in 9 rooms</li> <li>- parking lots sealed and numbered</li> <li>- fire bells are reset (full overhaul)</li> <li>- in the process of new podiums for theatres</li> <li>- 3:30 bus/shuttle will be coming, will bring students downtown</li> </ul>	
5:50 – 5:55pm	Approval of Today's Minutes <b>(Vote: To approve agenda)</b>	S. Rudy/All	Today's minutes approved. Seconded.	<b>6:15</b>
5:55 – 6:00pm	Set Agenda for Next Meeting	S. Rudy/All	Motion to adjourn was unanimous	

Snacks Today: Haak

Next Meeting: 10/23 Snacks: Branca

Future Meetings: 11/20, 1/16, 2/11, 3/19, 4/21, 5/19, 6/11, August

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.