



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

SCHOOL BASED PLANNING TEAM Minutes
 Thursday, September 17, 2020
 4:15 pm – 6:00 pm

Members: JoAnn Aspenleiter, Matt Bonawitz, Nija Branca, Matt Fusco, Marcy Gamzon, Brian Haak, Kelly Nicastro, Susan Rudy, Evan Wilson, Breanna Eng, Anais Rivera, Melissa Santiago

Absent:

Guests:

Time-Keeper: N. Branca

Note-Taker: B. Haak

Facilitator: S. Rudy

TIME	TOPIC	PERSON	DISCUSSION/ DESIRED OUTCOME	ACTUAL TIME
4:15 – 4:17pm	Call Meeting to Order (Vote: To Call Meeting to Order)	S. Rudy/All	Voted: Meeting Called to Order	4:21
4:17 – 4:19pm	Approval of Today's Agenda / Set Timing (Vote: To approve agenda)	S. Rudy/All	Voted: Agenda Approved	4:21
4:19 - 4:22pm	SBPT Elections Update - parents, teachers, students: 2 Parents, 4 Teachers, 1 Student, RAP	S. Rudy/All	<ul style="list-style-type: none"> - Teachers - RTA Elections will be held in October to vote for SBPT teacher reps - Students - Mike Murphy is the contact person, but no student elections - Parents - no elections yet, plan to have a parent meeting before the October SBPT - Melissa, Becca, Brian with set up a meeting and create an email communique for parents to be shared by SOTA Admin via email - RAP - still looking 	4:21
4:22 - 4:37pm	Title I	K. Nicastro / J. Aspenleiter	<ul style="list-style-type: none"> - Kelly and JoAnn will work with PTSO - Working to re-imagine what Title I looks like during remote learning 	4:34

4:37 – 4:52pm	<p>Committee/Constituency Share Out and Update</p> <ul style="list-style-type: none"> ● Professional Development ● Culture and Climate ● Students, Parents, Teachers, Administration 	All	<ul style="list-style-type: none"> - PD - successful superintendents day, first Wednesday PD happened yesterday, committee forming to plan Wednesday PD's <ul style="list-style-type: none"> - How to be an Anti-Racist discussion happening, a lot of interest in this - Culture and Climate <ul style="list-style-type: none"> - Created count-down videos to introduce faculty and prepare students for school - Banners on the outside of University Ave side of school building - Arts department meeting happened - all planning a virtual performance, Day-of-the-Arts coming in November - Question: Can students do a virtual performance at The Village? Sue is checking with Allen. - Question: Can we add video performances to the SOTA website. Adele is working to collect video and other materials. - Question: Can we highlight academics on the website? Answer: Each department has a page on the website. Adele is working on that. - Students, Parents, Teachers - nothing to report 	4:36
4:52 – 5:22pm	<p>Principal's Update</p> <ul style="list-style-type: none"> ● Communication ● Staffing ● Arts and Academics ● School Culture and Climate ● District Initiatives and Updates 	K. Nicastro	<ul style="list-style-type: none"> - Building Access - access is extremely restricted, no more than 30%, not even outside, night cleaners were part of the reductions - RCSD 220 received layoff notices today - SOTA lost most cafeteria and one SSO person - Curriculum Night - teachers will record a virtual message and then set up office hours for parent questions, will still happen Wednesday, September 23, 6:00 PM - 8:00 PM - Substitute Coverage - day to day subs are not being hired, if a teacher is out more than three days a sub will be provided. Less than three days - administrators will take attendance and direct students to Google Classroom. - Wednesday Attendance <ul style="list-style-type: none"> - two options were discussed for marking a student present or absent - Decided to mark Present/Async automatically and change by Friday if assignments aren't turned in or no contact is made by the student with the teacher - Clubs and Activities - waiting on District approval 	4:48
5:22 - 5:42pm	Planning Future Dates	S. Rudy/All	<ul style="list-style-type: none"> - October 22 - November 19 - December - SKIP - January 14 - February 25 	5:30

			<ul style="list-style-type: none"> - March 25 - April 15 - May 20 - June 17 	
5:42 – 5:52pm	Approval of Today's Minutes (Vote: To approve minutes)	S. Rudy/All	Voted: Minutes Approved Motion to Adjourn Meeting 6:12pm	6:10
5:52 - 5:55pm	NEW BUSINESS		<p>Potentially share results of teacher end-of-year surveys?</p> <ul style="list-style-type: none"> - Three reports in the shared folder - How do we get PTSO back up and running next year? - Zoom meetings? - Work with Home-School representative <p>Invite Cherri Hawkins to October SBPT</p>	
5:55 – 6:00pm	Set Agenda for Next Meeting	S. Rudy/All	Standard with Updates	6:11

Snacks Today: BYO

Next Meeting: 10/22/20 via Zoom Next Snacks: TBD

Future Meetings: 11/19, 1/14, 2/25, 3/25, 4/15, 5/20, 6/17

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.