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

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**SCHOOL BASED PLANNING TEAM Minutes**

Thursday, November 19, 2020

4:15 pm – 6:00 pm

**Members:** JoAnn Aspenleiter, Matt Bonawitz, Nija Branca, Matt Fusco, Brian Haak, Kelly Nicastro, Susan Rudy, Evan Wilson, Melissa Santiago, Talya Sirianni, Erin Wolf, Breanna Eng,

**Absent:** Anais Rivera

**Guests:**

**TimeKeeper:** N. Branca

**Notetaker:** B. Haak

**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	<b>(Vote: Approved; Meeting Called to Order)</b>	4:28
4:17 – 4:19pm	Approval of Today's Agenda / Set Timing <b>(Vote: To approve agenda)</b>	S. Rudy/All	<b>(Vote: Approved; Agenda approved)</b>	4:29
4:19 - 4:29pm	Ground Rules for 2020 2021 <b>(Vote: To approve Ground Rules)</b>	S. Rudy/All	<b>(Vote: Approved; Ground Rules Approved with changing 'policy' to 'procedure' and changing 'posting dates in handbook' to 'posting on website')</b>	4:29
4:29 - 4:34pm	SBPT Elections Update: Parents	B. Haak / M. Santiago	- Prior to the January meeting, Parent SBPT reps will chat with Cherri about getting PTSO going again	4:40
4:34 - 4:39pm	Title I Funding: District Approval Next Steps <b>(Vote: To approve proposal)</b>	J. Aspenleiter	<b>Title I proposal discussed at the October meeting and approved;</b> used Google Forms on October 23, 2020 to review options - Events are going along: SOTA Reads, SOTA with a Twist, Speaker (Tamar Greene)	4:46
4:39 – 4:49pm	Committee/Constituency Share Out and Update <ul style="list-style-type: none"> <li>● Professional Development</li> <li>● Culture and Climate</li> </ul>	All	- Professional Development (Wednesday PD's) <ul style="list-style-type: none"> <li>- PD's scheduled through the end of January</li> <li>- Datawise through December, Equity and Race, Trauma and Grief, LGBTQ+ in January, virtual escape room, grade level meetings 1x per month, technology training</li> </ul>	4:51

	<ul style="list-style-type: none"> <li>Students, Parents, Teachers, Administration</li> </ul>		<ul style="list-style-type: none"> <li>Culture and Climate Committee - reading New Jim Crow</li> <li>Several teachers have submitted collegial circle PDs</li> </ul>	
4:49 - 5:10pm	Requirement to have grades in Powerschool updated every 2 weeks. <b>(Vote: To approve proposal)</b>	K. Nicastro / J. Aspenleiter	<ul style="list-style-type: none"> <li>Some parents and students are frustrated by grades not being entered into PowerSchool until the end of the semester</li> <li>SBPT can require grades posted more often (set deadlines) in PowerSchool</li> <li>Kelly will research with Friends of SOTA buying a license for teachers for "Grade Transferer" software to ease the transfer of grades from Google Classroom to PowerSchool</li> <li>[Proposal] - Starting Marking Period 2 (effective immediately), teachers will update grades in PowerSchool at regular time intervals as determined by the Teacher Survey outlined below. <ul style="list-style-type: none"> <li>Teacher Contingency met in a breakout room to discuss the proposal or to table the proposal in order to reach out to all teachers</li> <li>Teacher Contingency decided to send a short Google Form survey to teachers tomorrow, Friday, Nov 20 with the due date for the survey on Tuesday, 11/24.</li> <li><b>SBPT voted to move forward with the proposal with the exact time frame for grade updates to be determined by the Google Survey</b></li> </ul> </li> </ul>	4:57
5:10 – 5:40pm	Principal's Update <ul style="list-style-type: none"> <li>Communication</li> <li>Staffing</li> <li>Arts and Academics</li> <li>School Culture and Climate</li> <li>District Initiatives and Updates</li> </ul>	K. Nicastro	<ul style="list-style-type: none"> <li>Course requests for 2021-2022, grades 8-11, have a new timeline, inputting now due December 4</li> <li>Met with the personnel for ENL and SWD for Students with Disabilities to make sure auditions are accessible. Auditions will happen the week of January 25th.</li> </ul>	6:02
5:40 – 5:45pm	Approval of Today's Minutes <b>(Vote: To approve minutes)</b>	S. Rudy/All	<b>(Vote: Approved Minutes)</b>	6:17
5:45 - 5:50pm	NEW BUSINESS		How do we get PTSO back up and running next year? <ul style="list-style-type: none"> <li>Zoom meetings?</li> <li>Work with Home-School representative</li> </ul>	tabled
5:50 – 5:55pm	Set Agenda for Next Meeting	S. Rudy/All	<b>Reviewed some items for next meeting</b> <b>Voted to Adjourn Meeting at 6:19pm</b>	

Snacks Today: BYO

Next Meeting: 1/14/21 via Zoom Next Snacks: TBD

Future Meetings: 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 About SOTA - Resources section and under the Parents channel - School Based Planning Team, after approval.