

Dr. Charles T. Lunsford School #19

Team Name: SBPT

Date: 12/1/15

<u>Members:</u>	
Jamie Lillis (RTA) Present	Eva Thomas (ASAR) Present
Sarah Myers (RTA) Present	Anita Jones (RAP) Absent
Rosalind LeBlanc (RTA) Absent	Alicia Bell (RAP) Absent
Nancy Ranalletta (RTA) Absent	Charles Gates (BENTE) Present
Rebekka Cranmer (RTA) Present	Tiffany Temple (Parent) Absent
Danielle Keefe (RTA) Present	
Jesse Brown (RTA) Absent	
Rob Faulkner (RTA) Absent	
<u>Team Norms:</u> *Begin and end meeting on time! *Stick to agenda! *Rotate roles and responsibilities *Execute responsibilities and prepare "next steps"! *No sidebar conversations!	<u>Facilitator: Eva Thomas</u> <u>Timekeeper: Danielle Keefe</u> <u>Notetaker: Sarah Myers</u>
<u>Agenda:</u> 1) R+ 2) Minutes Approval 3) Administrative Report a) Attendance oath b) Strings for success NYC c) Focus for the month d) Data Binder 4) Committee Reports a) Parent Engagement i) All Pro Dads ii) Winter Concert b) SOAR c) RTI d) Professional Development e) Technology f) ILT g) Bente h) RAP i) Parents 5) Review the SCEP Plan - what is the impact of our goals so far for students. 6) Roundtable	

### Discussion/Decision Summary

1. **R+:** All staff for all the paperwork we have had to complete and meeting deadlines. Coaches Rose, Peter and Chris. Mr. Gates for supporting with WEP program and keeping the building beautiful. Ms. Keefe and Ms. Jones for SPA day support. Staff for attendance being all accounted for. Mary Ross for coming and helping to wrap gifts. Cottage street for giving umbrellas to students. Mr. Francisco was interviewed about our school and was a great representative of school #19 parents. Jackie for supporting school #19
2. **Minutes Approval:** Motion made by Eva Thomas, seconded by Sarah Myers, 11/17/15 minutes approved.
3. **Administrative Report**
  - a. **Attendance oath:** Must be signed and completed for the 1st quarter. Students with perfect attendance may be receiving step jam tickets.
  - b. **Strings for success NYC:** Fundraiser being done for field trip. 40 students will attend.
  - c. **Focus for the month:** Reflection
  - d. **Data Binder:** An example of the data binder was presented for consideration. CFA's take the place of end of module assessments.
4. **Committee Reports**
  - a. **Parent Engagement:**
    - i. **All Pro Dads:** Finger lakes health will be funding any events for the year. Dads must lead. Mr. Ashford would be a great asset for this.
    - ii. **Winter Concert:** 9:30 & 2:00 and evening assembly at 5:30.
  - b. **PBS:**
    - i. **SOAR Events:** N/A
  - c. **RTI:** Going really well, CASE has started this week. TCI trained.
  - d. **Professional Development:**
    - i. **TCI training might be offered.**
  - e. **Technology Committee:**
    - i. **Rose Castle and Jackie Bryant:** Transform the Instructional Approach: Deeper Learning through Technology. Focus on ELA with online based PD and in person support and working with people across the district. Potential mix of PD credit as well as individualized stipend for participants.
    - ii. **Need to meet to discuss computer schedules.**
  - f. **ILT:** Changing to 1 time a month.
  - g. **BENTE:** What are our behavioral goals and how are we dealing with it?
  - h. **RAP:** N/A
5. **SCEP Plan:** N/A
6. **Round Table:** U of R mentors were met with before break. 24 students will be chosen as mentees. LEAP program is offering tutoring.

#### Action Steps:

1)

#### Person Responsible:

1)

**Tenet 2** Leaders ensure an articulated vision  
 **Tenet 3** Leaders and staff support rigorous Instruction  
 **Tenet 4** Teachers use instructional practices organized around daily lesson plans  
 **Tenet 5** The School supports partnerships to develop social and emotional developmental health  
 **Tenet 6** The school atmosphere is welcoming and fosters a feeling of belonging and trust. It freely encourages families to engage with the school leading to increased student success

#### Agenda items/steps for next meeting:

- 1) **SOAR Make sure it is up and running.**
- 2) **Wellness committee (survey).**

**Dates of Next Meetings: 12/15 @ 4pm**