

School-Based Planning Team

Date: 9/27/23 (CANCELLED)

Time: 3:30pm - 4:30pm

Location: Francis Parker School No. 23/Microsoft Teams

Facilitator:

Time keeper:

Note taker:

Norms Tracker:

Members Present: Katie Yarlett-Fenti, Jen Rothfuss, Jamie Klotz, Sheila Howland, Ben Edwardsen, Jonathan Marsh, Patricia McKinney, Carla Roberts, Paula Bryant

Schedule [60 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates	Status
		Review objectives for today/Agenda Standing Items: <ul style="list-style-type: none"> • Assign Times & Roles (Standing) • Review Norms (Standing) • PD Approval (Standing) • Faculty/Committee Meeting Updates • School Improvement Plan Updates • New Business <ul style="list-style-type: none"> ○ 	Facilitator		
		Topic: Assign Times and Roles NOTES: <ul style="list-style-type: none"> • Done 	Facilitator		
		Topic: <u>Review Norms</u> NOTES: <ul style="list-style-type: none"> • Take an inquiry stance • Ground statements in evidence • Assume positive intentions and take responsibility for impact • Stick to protocol and hear all voices • Start and end on time • Be here now • Expect non-closure 	Norms Tracker		

		<ul style="list-style-type: none"> Expect discomfort in the service of learning 							
3:40		<p>Topic: PD Approval</p> <p>NOTES:</p> <ul style="list-style-type: none"> 	Katie						
		<p>Topic: Faculty/Committee Meetings Updates</p> <p>NOTES:</p> <ul style="list-style-type: none"> <u>Building Relationships</u> <ul style="list-style-type: none"> <u>Student Equity and Engagement</u> <ul style="list-style-type: none"> <u>Data Wise</u> <ul style="list-style-type: none"> <u>Community Excellence</u> <ul style="list-style-type: none"> 	All						
		<p>Topic: New Business</p> <p>NOTES:</p> <ul style="list-style-type: none"> 	All						
		<p>Topic: Agenda for Next Meeting</p> <p>NOTES: Next meeting</p> <ul style="list-style-type: none"> Assign Times & Roles (Standing) Review Norms (Standing) Approval of Minutes (Standing) PD Approval (Standing) Faculty/Committee Meeting Updates (Standing) New Business (Standing) 	All						
		<p>Discuss what worked well about this meeting and what we would like to change next time</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center; color: blue;">Plus +</th> <th style="width: 50%; text-align: center; color: blue;">Delta Δ</th> </tr> </thead> <tbody> <tr> <td style="height: 40px; vertical-align: top;"> <ul style="list-style-type: none"> </td> <td style="height: 40px; vertical-align: top;"> <ul style="list-style-type: none"> </td> </tr> </tbody> </table>				Plus +	Delta Δ	<ul style="list-style-type: none"> 	<ul style="list-style-type: none">
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