

The School-Based Planning Team Agenda and Minutes

October 4, 2017

Brenda Torres-Santana <i>(Tenet 2)</i>	x	Tammie Lezeska <i>(Grades 3 & 4/Tenet 6)</i>		Tania Giorgis <i>(Special Ed & Related Services/Tenet 4)</i>	x		
Valerie Holberton <i>(Tenet 2)</i>	x	Karen Bernard <i>(Grades K & 1/Tenet 3)</i>	x	Marci Kolstad <i>(Grade 5/Tenet 5)</i>	x	Arlene Surita <i>(Tenet 6)</i>	
Desiree Doran <i>(RAP&Bente/Tenet 5)</i>	x	Shanta Rutland <i>(Grade 6 & Specials/ Tenet 3)</i>	x	Judith Quinones <i>(Grade 2 & ESOL/Tenet 4)</i>		Melissa Dozier <i>(Parents/Tenet 6)</i>	

Agenda Item	Time	Discussion Points	Action Taken/Person Responsible	Due Date
SCEP Plan	8:15	<p>Ideas/Suggestions for Tenet 3: staff meeting</p> <ul style="list-style-type: none"> • Learning Targets posted and referred to at the beginning, middle and end of each lesson; needs to evaluate the LT; how do the teachers know that the students' have met the objective • Student data binders; some were present although they were not consistently used or reference; students were not able to explain their thinking. 	<ul style="list-style-type: none"> • SBPT members will reach out to constituents to explore what the teachers are using and inquire if they would like to share during a PD. 	Notify Ms. Holberton by Friday, October 13 th .
Agenda for Next Meeting	8:40	<ul style="list-style-type: none"> • Tenets 6 & Tenet 2 be prepared to present (Lezeska & Surita) 		
Other	8:45	<ul style="list-style-type: none"> • SBPT will meet 1x/monthly from this point out • Writing Portfolio Requirements: Baseline, Narrative, Poetry, Informational, Persuasive, Response to Literature • SBPT will go back to constituents to determine what student work should be in a "student work portfolio" in addition to the writing portfolio • Remind constituents that last year at this time 18/23 classrooms had lesson plans out and visible. Another benchmark will be upcoming to measure our growth. • PD Request for 		Notify Ms. Holberton by Friday, October 13 th .