

# SCHOOL BASED PLANNING MEETING AGENDA

## Edison Career & Technology High School

Wednesday, January 13, 2021

6:00 PM - 7:30 PM (ZOOM)

Edison Career & Technology High School, 655 Colfax Street, Rochester, NY 14606

**Facilitator:** Jacob Scott

**Note Taker:** Kyla Harris

**Time Keeper:** Parchment

**School Based Meeting Norms:**

**Attendees:** Scott, Harris, Gupta, Murphy, Phillips, Seckel, Parchment, Rodriguez, Hines, Parker, Rajab, Burgess, Campbell, Burgess, Cohen, Hines, Pauffler, Goldsberry, Silver, Andrews, Trepanier

**Absent:**

**Agenda:**

- (1) NYS Visit Update
- (2) Bell Schedule
- (3) Reimagine Education Summit
- (4) Professional Development - Wednesday Schedule
- (5) Focus Question



TIME	MIN	ACTIVITY	MINUTES
6:00 PM	<b>10</b>	<b>Welcome and Meeting Focus</b>	
6:10 PM	<b>15</b>	<p><b>Edison Campus Updates</b></p> <ul style="list-style-type: none"> <li>• <a href="#">NYS Visit - January 7, 2021</a> update</li> <li>• <a href="#">Phase II Bell Schedule</a></li> </ul>	<p>State did virtual tour with a few of our classrooms on Zoom.</p> <ul style="list-style-type: none"> <li>• In the next few weeks we should receive a reflection of how the visit went.</li> </ul> <p>New bell schedule was shared with staff during our Edison PD. Bell schedule will start February 8th. This can be posted on Google Classroom.</p> <ul style="list-style-type: none"> <li>• Lunches for students staying remote is unsure.</li> <li>• SEL is not in the schedule as of right now.</li> </ul>

			<ul style="list-style-type: none"> <li>• This schedule will be followed for remote and hybrid.</li> <li>• Even though we are moving to a new bell schedule, we won't be starting the hybrid until February 22nd.</li> <li>• Shared students program (students who come from other schools for the CTE program) is not continuing as of now because of transportation.</li> <li>• Parents are wanting their child to be hybrid and there is a waiting list for that. Scott's goal is to get the list of students going hybrid out by early February.</li> <li>• There is no cap on the amount of students in our hybrid classrooms as of right now. <ul style="list-style-type: none"> <li>○ Numbers are remaining low.</li> </ul> </li> <li>• We don't know if staff need to be in the building February 22nd.</li> <li>• Is there still a policy of collecting phones upon entry? <ul style="list-style-type: none"> <li>○ Building Committee is meeting tomorrow, but the thought is they will not be collecting them for hybrid and NYSAA students.</li> </ul> </li> <li>• Teachers will be allowed in the building 3 days before the 22nd to set up classes</li> </ul>
6:25 PM	<b>10</b>	<p><b>Title I/Parent Engagement - Dr. Cohen</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Reimagine Education Summit 2021</a></li> </ul>	<p>Virtual Re-Imaging Education Summit will be January 30th 10:00 AM -12:30 PM</p> <ul style="list-style-type: none"> <li>• It was approved for Professional Development Incentive (PDI)</li> <li>• Break-out groups will be given and one will be given in Spanish.</li> <li>• Teachers are encouraged to give extra credit if students attend.</li> <li>• It was promoted on social media.</li> </ul>
6:35 PM	<b>20</b>	<p><b>Professional Development Discussion -</b></p> <ul style="list-style-type: none"> <li>• SBPT Co-Leads</li> <li>• Wednesday Schedule</li> <li>• <a href="#">Jan 2021 Needs Assessment Sum</a></li> </ul>	<p>It is recommended we have a SBPT PD Leads and two members agreed- Gupta and Burgess. They will give us updates on planning of PDs.</p> <p>Wednesday, January 20th schedule:</p> <ul style="list-style-type: none"> <li>• 8:30-3:30</li> <li>• <b>ELA, LOTE, Bilingual, Science, ENL, CTE and Business</b> <ul style="list-style-type: none"> <li>○ Collegial Planning 8:30-9:00</li> <li>○ District PD 9:00-11:00</li> </ul> </li> </ul>

			<ul style="list-style-type: none"> <li>○ Department meeting- 11:05-12:05</li> <li>○ Lunch 12:10-1:00</li> <li>○ Professional Planning 1:00-1:30</li> <li>○ Office Hours 1:30-2:30</li> <li>○ Professional Planning 2:30-3:30</li> <li>● <b>math, social studies, Essentials (art, PE, health and library)</b> <ul style="list-style-type: none"> <li>○ Professional Planning 8:30-9:30</li> <li>○ Department Meeting 9:45-10:45</li> <li>○ District PD 11:00-12:30</li> <li>○ Lunch 12:35-1:30</li> <li>○ Office Hours 1:30-2:30</li> <li>○ Professional Planning 2:30-3:30</li> </ul> </li> </ul> <p>We plan on going to our new Wednesday schedules for the 27th.</p>
7:05	<b>10</b>	<p><b>Focus Question Discussion:</b></p> <ul style="list-style-type: none"> <li>● <a href="#">As a School Based Planning Team what should our focus for the 2020-21 School year be?</a></li> <li>● Subcommittee Leads</li> </ul>	<p>Members are asked to look at the document and give input on the focus questions. Being in receivership, it will be a top priority. We can make sub-committees based on team members input.</p> <p>One possible sub-committee could be clubs in the 2021-2022 school year and money allotment for each club.</p>
7:29 PM	<b>2</b>	<b>Approval of Minutes ( December 9th)</b>	<p>All meeting minutes are kept in the school folder and staff can see them in the folder. They will also be emailed to the staff.</p> <ul style="list-style-type: none"> <li>● Approved by Murphy and seconded by Trepanier</li> </ul>
7:15 PM	<b>3</b>	<p><b>Assess what worked well about this meeting and what we would like to change</b></p> <p>+ Plus (working well, build upon) ▲ Delta (opportunities of improvement)</p>	<p>+ Plus- ▲ Delta -</p>
<b>Parking Lot</b>		<p><b>Next Meeting:</b> February 10, 2021 <b>Facilitator:</b> <b>Notekeeper:</b> <b>Timekeeper:</b></p>	<p>What is happening during mid-terms and Regents?</p>