

SCHOOL BASED PLANNING MEETING AGENDA

Edison Career & Technology High School

Thursday, October 15, 2020

3:15 PM - 4:30 PM (ZOOM)

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

Facilitator: Jacob Scott, Principal

Note Taker: Kyla Harris

Time Keeper: Kevin Murphy

Attendees: Jacob Scott, David Burgess, Charmaine Cohen, Kyla Harris, Shaun Rodriguez, Robert Goldsberry, Kevin Murphy, Teresa Parker, Andrea Seckel, Sidney Rajab, Latresha Fuller, Garonia Parchment, Melissa Rich, Thomas Felton

Agenda:

- Welcome
- Title I
- Parent Teacher Conference
- Progress Reports

Time	Min	Activity
3:15 pm	05	Review Agenda <ul style="list-style-type: none"> • RCSD School Based Planning Team Manual • Election to Work Agreement
3:25 pm	05	Title I - Dr. Cohen <ul style="list-style-type: none"> • We are going to expand our offerings. Now referring to Edison Campus Parent Virtual University. <ul style="list-style-type: none"> ○ Parents can earn E-Credits (gift cards) for attending ○ Parents as teachers series- Each workshop is for helping to educate their children (career fields, writing, digital literacy, English communication for parents of ELLs using Rosetta Stone). ○ Weekly Family Talk Power Hour • Hispanic culture nights • African American culture • ESOL Parent Summit
4:00 pm	20	Parent Teacher Conference <ul style="list-style-type: none"> • PTECH has a plan for PTC that works well for their smaller school setting. Ms. Fuller and Ms. Rich will provide an overview of what they have in place. <ul style="list-style-type: none"> ○ Wednesday two times throughout the day and Thursday October 22 Evening ○ Parents can sign-up on www.Signup.com for 10 minute meetings with teachers. They can choose what kind of conference they would like (phone or Zoom). Teachers are being asked to email

		<p>parents the zoom link using the email parents used when signing-up for a meeting.</p> <ul style="list-style-type: none"> ○ The maximum number of parents that can meet with a teacher is 37. If a parent really wants to meet with the teacher, they can contact the teacher to schedule a meeting at a different time. ○ If parents miss their meeting, teachers are being asked to be flexible to reschedule them for another meeting. ○ Parent of ELLs would need to be coordinated for Language Line to be used. <ul style="list-style-type: none"> ■ We cannot add a section for Translator Needed on signup.com unless we upgrade ● An idea for Edison to consider: instead of PTC, we will have an Open House format. On Wednesday, October 21 during the day we can offer families the opportunity to visit their child's classrooms via Zoom and can follow their child's schedule as they would in a remote setting. <ul style="list-style-type: none"> ○ It would be on the teacher to have a short general presentation and questions. ○ Some districts are having parents go into Google Classroom and using those Zoom links. ○ We can put a Google Form in Google Classroom if they want a private conference later. ○ If it was during the day on a Wednesday (October 29th), we could follow the times for our normal schedule. If we did it at night our times would be shorter (last week of October). ● Other ideas:
4:15 pm	05	Next Meeting: Tomorrow (10/15)
4:20 pm	10	Progress Report <ul style="list-style-type: none"> ● Providing progress reports for students and families by next week. Teachers who are utilizing the google classroom platform for inputting grades need to transfer the current grade a student has into PowerSchool so parents can access it. <ul style="list-style-type: none"> ○ Note: All assignments do not need to be put into PowerSchool, but at least just a percentage grade. ○ Grades due by the end of the day on Monday.
Parking Lot		Parking Lot Items <ul style="list-style-type: none"> ● Question: If a student does not attend the morning check-in time but attends the end of the day check-in, or communicates with the teacher in some way that day, do we go back and adjust the morning attendance ? ● Question: How do special education teachers find their co-teachers? ● Who is responsible for providing professional development on WEDNESDAYS