

School Based Planning Team Minutes

Meeting Date: June 19, 2019

In Attendance: Merrill Mey Brooks, Lisa Oliver, Mary Kay McMIndes, Jennifer Osborne, Michele Michel, Kerry Hall, Lauren Gauvin, Lisa Garrow, Ernestine Brown, Amy Schramm (visiting Building Committee Member), Shanna Hunneyman (parent), Carla Roberts

1. SBPT approved calendar for evening events for 2019-2020 School Year
2. SBPT discussed using Common Formative Assessments for each grade level in the 2019-2020 school year. CFAs will be developed by grade level teams with support from an instructional coach. SBPT members will share this information with constituents and report back to the team via email by June 24, 2019 with any concerns.
3. EWA – Guidance Document
 - Template for UBD – We will not use a universal lesson plan template for UBD. We will be using standards to create lesson plans.
 - We will use common language in lesson plans and vertical planning (e.g. RACE, RDW, etc.)
 - Professional Development is being planned for August around these potential topics: standards-based lesson planning, workshop model, 50/50 Zearn model, Data Wise
 - The team discussed progress monitoring via AIMSwebPlus according to the RTI Guidelines (Tier 1 – monthly, Tier 2 – bi-weekly, Tier 3 – weekly).
 - For reading, grades 1-6 will progress monitor using ORF. Kindergarten will use LWSF.
 - For math, grades 2-6 will use NSF. Kindergarten will use NNF and grade 1 will use MFF.
 - Newsletters to parents can be sent home weekly or monthly.
4. The SCEP has been developed. It is a working document. The SBPT needs to review the plan and provide feedback by 6/24/19.
5. Budget – Principal Roberts stated that the current balance is \$49,708, Instructional is \$19,000.
6. New Business – newly elected members to the SBPT, effective July 1, 2019 are Katy Frank and Stacy Franzese. Jennifer Osborne will serve as the RTA representative on committee.