

School-Based Planning Team

Date: 01/15/2025

Time: 3:30pm - 4:30pm

Location: Francis Parker School No. 23/Microsoft Teams

Facilitator: Danielle

Timekeeper: Megan

Note taker: Katie

Norms Tracker: Cheril

Members Present: Katie Yarlett-Fenti, Cheril Passamonte, Megan O'Hara, Danielle King, Katherine Clark-Walter, ~~Kristin Waxmonsky~~, Robin Goldberg, Gabby Lahoda, ~~Norman Farrington~~, Patricia McKinney, ~~Carla Roberts~~

Guests:

Schedule [60 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates	Status
3:30	2	Review objectives for today/Agenda Standing Items: <ul style="list-style-type: none"> Welcome New Members Assign Times & Roles (Standing) Review Norms (Standing) PD Approval (Standing) Events Committees School Improvement Plan New Business 	Facilitator		
3:32	1	Topic: Assign Times and Roles NOTES: <ul style="list-style-type: none"> Done 	Facilitator		
3:33	2	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 	Norms Tracker		

		<ul style="list-style-type: none"> • Be here now • Expect non-closure • Expect discomfort in the service of learning 			
3:35	1	<p>Topic: PD Approval</p> <p>NOTES:</p> <ul style="list-style-type: none"> • N/A 	Katie		
3:36	15	<p>Topic: Events Committees</p> <p>NOTES:</p> <ul style="list-style-type: none"> • Events: <ul style="list-style-type: none"> ○ Movie Night - 6-8pm. Movie starts at 6:15, Wish Dragon (PG), parents were given ample notice it is NOT G. We currently have 227 people coming, usually one of the biggest events of the year, Student council is manning concessions; where we hope to get the most fundraising. We are looking forward to a great night! ○ Piece of Africa- is coming up, Katie sent email to people who signed up for the committee, no one has volunteered to spearhead this yet. We need to get started on this asap as it is a month away. Ms. Walter is willing to join the committee and help. • Events Committee Members: https://docs.google.com/document/d/1CwtHRI8uXj5CIIbqMuGR5zdQMtZR1tLC/edit <ul style="list-style-type: none"> ○ Danielle is going to send an email to all staff about committees • House Day Folder: https://drive.google.com/drive/folders/1cpqb9SbzYtubQ8vYjcJnDSUi7Iy7NIF4 <ul style="list-style-type: none"> ○ Our final house day will need to be moved, as the district made this a full school day in place of the half day. ○ Megan is sending surveys out this week to get teachers input on how to go about this. ○ SBPT will review the results and make a decision at the next meeting in February. 	All		
3:51	10	<p>Topic: Winter Benchmark Assessments</p> <ul style="list-style-type: none"> • iReady: Will look at data in February • Common Assessments: Will look at data in February • LAS Links Spkg/List (1/20/25 - 2/14/25): RCSD is finding someone to support. Will look at data in February • Teachers share with students their growth from Fall to Winter and doing Data Chats with students so they can celebrate their growth. 	All		

4:01	17	<p>Topic: School Improvement Plan</p> <p>NOTES:</p> <ul style="list-style-type: none"> • Academic Culture: <ul style="list-style-type: none"> ○ Average Daily Attendance: 89% ○ Perfect Attendance: 48 Students ○ Excellent Attendance: 60 Students ○ Satisfactory Attendance: 139 Students ○ At Risk Attendance: 58 Students ○ Chronic Absenteeism: 77 Students ○ Severe Chronic Absenteeism: 39 Students ○ No Show/Withdrawal/Transfer: 1 Students ○ Grade Level ADA: 89.70% <ul style="list-style-type: none"> • Preschool: 82.22% • Kindergarten: 86.20% • 1st Grade: 87.14% • 2nd Grade: 92.66% • 3rd Grade: 87.68% • 4th Grade: 88.12% • 5th Grade: 84.08% • 6th Grade: 88.84% ○ Behavior: <ul style="list-style-type: none"> ▪ <u>Critical</u>: 5 students had incidents more than 5% of the school year <ul style="list-style-type: none"> • 4 SPED • 1 Gen Ed • 3 White • 2 Black or African American • 3 Boys • 2 Girls ▪ <u>At Risk</u>: 4 students have had incidents on 3-5% of school days this year <ul style="list-style-type: none"> • 3 SPED • 1 Gen Ed • 3 Black or African American • 1 Multiracial • 2 Girls • 2 Boys ▪ <u>On Track for Graduation</u>: 9 students have had incidents on 1-2% of the school year <ul style="list-style-type: none"> • 5 SPED • 4 Gen Ed 	All		
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- 6 Black or African American
 - 3 White
 - 4 Girls
 - 5 Boys
- On Track for College and Career: 299 students have not had any incidents this school year.
- Suspensions:
 - ISS - 6 students
 - 5 - 5th Grade
 - 1 - 3rd Grade
 - OSS - 10 students
 - 5 - 3rd Grade
 - 2 - 5th Grade
 - 3 - 6th Grade
- **SEL Team**: will be pushing into lunch periods to focus on strategies that will help them deal with difficult situations and being safe. Also trying to work with students and families on the impact social media and student activity on electronic devices at home is having on disciplinary issues.
 - Still trying to work with support staff to be in the cafeteria on a consistent basis.
- **ELA**:
 - iReady Fall Diagnostic (Sep-Dec)
 - At/Above
 - 2023: 20%
 - 2024: 23%
 - Below
 - 2023: 26%
 - 2024: 35%
 - At Risk of Tier 3
 - 2023: 25%
 - 2024: 35%
 - N/A
 - 2023: 29%
 - 2024: 7%
- **Math**:
 - iReady Fall Diagnostic (Sep-Dec)
 - At/Above
 - 2023: 11%
 - 2024: 17%
 - Below

		<ul style="list-style-type: none"> • 2023: 35% • 2024: 40% ▪ At Risk of Tier 3 <ul style="list-style-type: none"> • 2023: 26% • 2024: 35% ▪ N/A <ul style="list-style-type: none"> • 2023: 28% • 2024: 7% ○ The most frequent behavior issues: <ul style="list-style-type: none"> • Disrespectful behavior (14) • Disruptive to academic process (13) • Physical contact with school personnel (13) • https://drive.google.com/drive/folders/1oFaD8ru5_smZrBk7FOXlYi-xzogaUSxF 							
4:18	3	<p>Topic: New Business</p> <p>NOTES:</p> <ul style="list-style-type: none"> • House Points System: An online digital platform was selected, and information was sent to teachers to log in and access it. Teachers are encouraged to bookmark the site and use it regularly to track points. Share it with students daily!! • King will laminate trackers for all teachers. 	All						
4:21	1	<p>Topic: Agenda for Next Meeting Dec 18th @ 3:30</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) • Committee Meeting Updates (Standing) • SIP Updates • New Business (Standing): 	All						
4:22	3	<p align="center">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="vertical-align: top;"> <ul style="list-style-type: none"> • Very focused • Solution-Oriented • Flexible • All voices were heard </td> <td style="vertical-align: top;"> <ul style="list-style-type: none"> • Didn't start on time • Having all data readily available </td> </tr> </tbody> </table>				Plus +	Delta Δ	<ul style="list-style-type: none"> • Very focused • Solution-Oriented • Flexible • All voices were heard 	<ul style="list-style-type: none"> • Didn't start on time • Having all data readily available
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		<ul style="list-style-type: none">• Collegial• Ended Early	
4:25	-	Meeting Adjourned	