

School-Based Planning Team

Date: September 21, 2022

Time: 3:30pm - 4:30pm

Location: Francis Parker School No. 23

Facilitator: Greg

Time keeper: Sheila

Note taker: Jen T.

Norms Tracker: Jessa

Members Present: Katie Yarlett-Fenti, Carla Roberts, Patricia McKinney, Josh Dean, Jessa Perez, Greg Kunzer, Corynn English, Jen Rothfuss, Jamie Klotz, Sheila Howland, Paula Bryant Blue, Ben Edwardsen, Jessica Hardin and Jonathan Marsh

Schedule [60 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates	Status
3:30pm - 3:32pm	2	Review objectives for today/Agenda Standing Items: <ul style="list-style-type: none">• Assign Times & Roles• Review Norms• PD Approval• Walkthrough Focus/SIP Connection• Assessment Administration• Faculty/Committee Meetings UPdates• New Business	Facilitator		
3:32pm - 3:34pm	2	Topic: Assign Times and Roles NOTES: <ul style="list-style-type: none">• Done	Facilitator		
3:34pm - 3:36pm	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• Be here now• Expect non-closure	Norms Tracker		

		<ul style="list-style-type: none"> Expect discomfort in the service of learning 			
3:36pm - 3:37pm	1	Topic: PD Approval NOTES: <ul style="list-style-type: none"> N/A 	All		
3:37pm - 3:45pm	8	Topic: Walkthrough Focus/SIP Connection NOTES: <ul style="list-style-type: none"> Newsletter includes information about walkthrough focus. Walkthroughs have been productive, and students have been engaged. Environment is warm and welcoming. Administrators are looking for evidence of discussion protocols. 	Katie		
3:45pm - 4:05pm	20	Topic: Assessment Administration NOTES: <ul style="list-style-type: none"> Profile Sheets iReady: 63% reading done for school, 67% of math completed Fountas and Pinnell Skills Strand Math Fluency <p>Teachers and coaches are working to complete assessments and gather information for profile sheets.</p>	Katie		
4:05pm - 4:10pm	5	Topic: Faculty/Committee Meetings Updates NOTES: <ul style="list-style-type: none"> Building Relationships- preparing for Heritage Peace Dinner; House t-shirts are coming for staff. Spirit wear from PTA is available soon Community Excellence- King the Lion mascot has been located. Ms. Carlson has offered to dress as King for Lion's Den. First Lion's Den will take place at the end of the month. Student Equity and Engagement- Students have begun School Safety. First PBL launch is October 10th. Staff attended a PBL workshop over the summer. Data Wise- first meeting is next week. Meet 1st and 4th Wednesdays of the month. 	All		

4:10pm - 4:25pm	15	Topic: New Business NOTES: <ul style="list-style-type: none">We now have a ROC restorative coach to meet the needs of the kids. The coach will support students as well as the staff to provide resources about how to use a circle, repair harm, build and maintain relationships. Coach will set up an action plan. Looking to have student mentors by the second marking period. Mr. Baldwin will be invited to share information with PTA.Putting a focus on wellness to have strong students, staff, and parentsTitle 1 allocation was approved. Ideas needed for family engagement. Looking for community partners.	All						
4:25pm - 4:28pm	3	Topic: Agenda for Next Meeting NOTES: Next Mtg. October 19th @ 3:30pm <ul style="list-style-type: none">Assign Times & RolesReview NormsApproval of Minutes	All						
4:28pm - 4:30pm	2	Discuss what worked well about this meeting and what we would like to change next time <table><tr><th>Plus +</th><th>Delta Δ</th></tr><tr><td><ul style="list-style-type: none">Ended early, started on timeHeard many voices from parents and staffHearing specific examples</td><td><ul style="list-style-type: none">N/A</td></tr></table>				Plus +	Delta Δ	<ul style="list-style-type: none">Ended early, started on timeHeard many voices from parents and staffHearing specific examples	<ul style="list-style-type: none">N/A
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