

Date: 10/15/2025

Time: 3:30pm - 4:30pm

Location: Francis Parker School No. 23/Microsoft Teams

Facilitator: Cheril

Timekeeper: Gabby

Note taker: Clayton

Norms Tracker: BJ

Members Present: Katie Yarlett-Fenti, Cheril Passamonte, Lisa Clayton, Katherine Clark-Walter, ~~Kristin Waxmonsky,~~
~~Robin Goldberg,~~ Gabby Lahoda, Norman Fearington (BJ), Patricia McKinney

Guests:

Schedule [60 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates		Status
3:30	3	Review objectives for today/Agenda Standing Items: • Welcome New Members • Assign Times & Roles (Standing) • Review Norms (Standing) • PD Approval (Standing) • School Improvement Plan • New Business- Pluses and Deltas	Facilitator			
3:33	1	Topic: Assign Times and Roles NOTES: • Done	Facilitator			
3:34	2	Topic: Review Norms NOTES: • 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 • Expect discomfort in the service of learning	Norms Tracker			
3:36	0	Topic: PD Approval NOTES:	Katie			
		• None to approve				

3:48	15	Topic: Shared Governance Committees NOTES: Katie explained the different committees. ● Building Relationships ○ Paticia shared that her committee sorted the new students and put in a spread sheet. ○ They talked about changing the name of the Unity Peace dinner back to Heritage Peace Dinner. They are talking about how they want to include more connections with our family's cultures through music, games, and food. ● Community Excellence ○ No one from this committee was present ● Data Wise ○ Katie shared that this team has not had a chance to meet yet. She has been given a lot of new information that she will be sending to the members. They will first need to talk about where this team wants to focus. ● Student Equity and Engagement ○ Met today to go over the first House Day. Putting together slides. ○ The first theme is Manners and Respect with a video and craft to complete. Peace circle with your House. ○ The second theme is Empathy and Compassion. ○ The third theme is Kindness - 100 Days of Friendship. ○ The fourth theme is the last House Day, which will be Field Day. Will look at the House sorting document to take attendance for House Day. Student Council voting will take place on Friday and electees	All			
		announced on Monday.				

	15	Topic: School Improvement Plan NOTES: Katie shared that we used all our data from the NYS test to develop our SIP. Then we used our own data sources to take a deeper look at areas of concern. The following areas will be our focus: ● Reviewed Plan- 3 goals are concrete ● Reading for literature (central idea) showing up more on state test ● Close Reading- compare/contrast both nonfiction/fiction ● Laser focus on RI2, RL2 and W4 ● Math-focus on constructed responses using Try, Discuss, and Connect. We want students to be “talking math.” ● Can’t using student centers for practice ● Using the data from the School Climate Responses- 25-26. Academic Culture Focus: student voice, building positive relationships, getting students more involved using Culturally Responsive Classrooms. We want to focus on building healthy relationships between teachers/staff/students. ● Roc Restorative Champions will run training for peer mediation ● Katie shared with us the results from the School Climate Responses. We first looked at the question regarding if students feel safe in their school. Then we talked about the question that asked how often does your school affirm your identity. Last we looked at the question regarding their sense of belonging. All of these questions were below 85% so we will make this a goal in the SIP. Then Katie shared data from the staff survey. We will be collecting more information to dig deeper when we meet with staff and students to ask why they responded “rarely” or “sometimes.” Our goal is 70%. We talked about including more cultural	All			
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		awareness schoolwide. BJ asked about Jewish Holidays recognition. Katie shared the data from the family survey and the goals we have this year to increase to 70%.				
4:18	5	Topic: Parent, Student and Professional Community Compacts/Title 1 Application - We reviewed the compacts and approved them for the 2025-2026 school year. They are posted on our school website. Parent Compact Student Compact Professional Community Compact - We discussed the proposed Title 1 Parent and Family Engagement Plan, including each event and its purpose, description, connection to our School Improvement Plan, and costs associated with each event. Based on our discussion, we agreed to continue with our Heritage Peace Dinner, A Piece of Africa and End-of-Year Picnic events to build a relationship between home, school and community. We approved our Title 1 Budget and Katie will submit it to the district on behalf of our SBPT tomorrow, 10-16-2025.	Katie and Patricia			
4:23	6	Topic: New Business NOTES: We were not able to discuss the CKLA program today. Gabby brought up the fact that we need to rethink the pilot program for the K-1 Knowledge Strand. - There are some good parts. The schedule is making it challenging to roll out this program. The scheduling greatly impacted the fidelity of the program. - We would like to hear how the 2nd graders are currently performing in writing since they received 2 years of Being a Writer. - BJ ended the meeting with asking how parents can reach out to other parents to help teachers and our school. Building a stronger school community using parents- spreading the narrative.	All			

4:29	1	Topic: Agenda for Next Meeting NOTES: Next meeting ● CKLA Phonics (3) and Knowledge Strands (K-1) ● Intervention Groups and Programs ● How can parents support helping other parents with challenges that exist in regard to students	All			
4:30	1	Discuss what worked well about this meeting and what we would like to change next time				

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		● All voices were heard ● We embraced discomfort in our learning process. ● We are all thinking and acting alike, even though we don't have more frequent communication as a team.	● Did not end on time	
4:30	4:37	Meeting Adjourned		