

School-Based Planning Team

Date: October 19, 2022

Time: 3:30pm - 4:30pm

Location: Francis Parker School No. 23

Facilitator: Greg

Time keeper: Sheila

Note taker: Jessa

Norms Tracker: Corynn

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 Board of Education Presentation 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 	Norms Tracker		

		<ul style="list-style-type: none"> Expect non-closure Expect discomfort in the service of learning 			
3:36pm - 3:37pm	1	Topic: PD Approval NOTES: <ul style="list-style-type: none"> No submissions. 	All		
3:37pm - 3:44pm	10	Topic: Walkthrough Focus/SIP Connection NOTES: <ul style="list-style-type: none"> Newsletter includes information about walkthrough focus: Domain 3 Data: <ul style="list-style-type: none"> 13/18 classrooms visited had Learning Targets posted. 14/18 classrooms visited had Discussion Protocol and Sentence Stem Charts posted. 9/18 classrooms visited engaged students in their selected discussion protocol. 17/18 classrooms visited were using grade level texts and work from the District's curriculum. 	Katie		
3:44pm - 3:47pm	5	Topic: Assessment Administration NOTES: <ul style="list-style-type: none"> iReady is complete LAS Links is in progress Common Formative Assessment window is now open 	All		
3:47pm - 4:15pm	20	Topic: Board of Education Presentation NOTES: <ul style="list-style-type: none"> Mrs. Yarlett got to present to the Board of Education about our school improvement plan, assessments, academic culture etc. The link to the presentation is here. 			
4:15pm - 4:27pm	15	Topic: Faculty/Committee Meetings Updates NOTES: <ul style="list-style-type: none"> Building Relationships- Beneficus day : slides, music and snacks! For the Heritage Peace dinner there is a family from the school who owns a Lebanese restaurant and plans to partner with us. Jessa Perez 	All		

		<p>is also working on some things from the ELLS for the event.</p> <ul style="list-style-type: none">Community Excellence- Our team signed up for different tasks and broke into subcommittees. This will prevent burnout and it has been amazing so far. Currently we are preparing for or have already sent out information for PAWS, King’s Crew, Character Parade, Spirit Week, Lion’s Den, Sunshine and monthly staff community building. Also the monthly attendance pizza party is being tracked as well and a t-shirt is in the works! Go team!Student Equity and Engagement-Data Wise- The team has been looking at iReady data and Profile sheets to determine trends. Katie shared the Board of Education presentation slides with the team that showed the number of students who passed the NYS ELA, Math and Science tests. The team will be looking at the groups teachers have created and progress monitoring of High 1’s and 2’s.							
4:27pm - 4:28pm	15	<p>Topic: New Business</p> <p>NOTES:</p> <ul style="list-style-type: none">N/A	All						
4:28pm - 4:29pm	3	<p>Topic: Agenda for Next Meeting</p> <p>NOTES: Next Mtg. November 16th @ 3:30pm</p> <ul style="list-style-type: none">Assign Times & RolesReview NormsApproval of Minutes	All						
4:29pm - 4:30pm	2	<p>Discuss what worked well about this meeting and what we would like to change next time</p> <table><tr><th>Plus +</th><th>Delta Δ</th></tr><tr><td><ul style="list-style-type: none">Ended earlyAmazing teachers like Jenn RothfussParticipants in the Shared Governance committees have united to complete great work</td><td><ul style="list-style-type: none">N/A</td></tr></table>				Plus +	Delta Δ	<ul style="list-style-type: none">Ended earlyAmazing teachers like Jenn RothfussParticipants in the Shared Governance committees have united to complete great work	<ul style="list-style-type: none">N/A
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