

## School-Based Planning Team

**Date:** October 16, 2019

**Location:** Francis Parker School No. 23

**Facilitator:** Katie

**Time keeper:** Juliette

**Note taker:** Joanne

**Next steps tracker:** Katie

**Norms Tracker:**

Members Present: Katie Yarlett-Fenti, Lisa Clayton, Kim Buonomo, Joanne Swick, Juliette Sullivan, Francesca King, Aprille Burton, Carla Roberts, Jenn Rothfuss

**Schedule** [60 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates	Status
3:15 pm - 4:15 pm	60	<b>Review objectives for today/Agenda</b> <ul style="list-style-type: none"> <li>Review Norms (Standing)</li> <li>PD Approval (Standing)</li> <li>Shared Governance Report Out (Standing)</li> <li>SCEP Progress Monitoring (Standing)</li> <li>Hispanic Heritage Night</li> <li>Report Cards- Rubric for Effort</li> <li>Agenda for next meeting (Standing)</li> <li>Pluses/Deltas (Standing)</li> </ul>			
	2	<b>Topic:</b> Review Norms  <b>NOTES:</b> <ul style="list-style-type: none"> <li>Katie read the norms aloud</li> </ul>			
	3	<b>Topic:</b> PD Approval  <b>NOTES:</b> <ul style="list-style-type: none"> <li>None submitted at this time</li> </ul>			
	15	<b>Topic:</b> Shared Governance Report Out  <b>NOTES:</b> <ul style="list-style-type: none"> <li><b>Rigorous Academics:</b> Curriculum Night January 22nd, 5-6:30; will reflect the Workshop Model. Parents will get a passport to go to different rooms. An RSVP system will be put in place. Parents who give a count will get their food first.</li> <li><b>Authentic Relationships-</b> Piece of Africa event will be held February 6th from 5-7pm. We will do a few fundraising activities (photos of</li> </ul>	Katie will get a non-photo release list		

		<p>students to be taken) to raise money for food for that night. We will ask for artifacts from families and Jembetat Gallery. We will look into U of R performers again, and maybe Shawn Dunwoody for storytelling?</p> <ul style="list-style-type: none"> <li>• <b>Engaging Learning-</b> PBL/ELL night will be held May 28th from 5:30-7. PBL displays will be set up in the gym. Food samplings from different countries will be out in the main hallway. We have to encourage teachers to save work to put on display.</li> <li>• <b>Social Excellence-</b> Heritage Peace Dinner will be held November 21st 5:30-7. PTA sponsors it. Haven't narrowed down caterers yet. They will look for school talent to perform. Student of the Month will be called King's Crew. They will create a rubric (showing growth during that month, hitting a goal). The last Monday of every month, an email will be sent to teachers to choose their student. King's Crew names will be announced over the PA system. Pictures of King's Crew will be sent to teachers to put in their newsletter.</li> </ul>			
	15	<p><b>Topic:</b> SCEP Progress Monitoring</p> <p><b>NOTES:</b></p> <ul style="list-style-type: none"> <li>• Professional learning focused on culturally responsive pedagogy and content focused on cultures (Summer PD was completed)</li> <li>• School wide learning walks of admin and teachers with an emphasis on noticing evidence of culturally responsive pedagogy and content (to begin in November)</li> <li>• Teachers will create daily lesson plans using the criteria determined by SBPT (ongoing)</li> <li>• Using Rigor and Relevance framework to create daily math tasks</li> <li>• Participating in professional learning focused on math instructional strategies</li> <li>• WIN block for math where students are identified by needs based on multiple data points</li> <li>• Students will be exposed to more real world connections on how math is used in their community or daily lives through word problems or other math related activities.</li> <li>• Technology based apps that teachers can use for communication with parents- Class Dojo; admin will do a check in with this</li> </ul>			

	10	<b>Topic:</b> Report Cards (Rubrics for Effort)  <b>NOTES</b> <ul style="list-style-type: none"><li>• Respect and Protect and Effort Grades- It was brought up at PTA that a concern was how do you decide the effort grades? What is it based on? It's too subjective. Authentic Relationships will work on creating a rubric with measurable criteria for effort grades.</li><li>• When should we do a rubric for the report card? Parent constituent would appreciate a rubric for academic and effort grades.</li></ul>	Katie will ask the District if an academic rubric exists for the report card.  Authentic Relationship Team will work on a rubric for effort grades.						
	5	<b>Topic:</b> Hispanic Heritage Night  <b>NOTES</b> <ul style="list-style-type: none"><li>• See notes in Shared Governance section above</li></ul>							
	5	<b>Topic:</b> Agenda for Next Meeting  <b>NOTES</b> <ul style="list-style-type: none"><li>• Homework</li><li>• Report Card Rubrics</li></ul>	SBPT members will talk to our constituents about how they feel about homework- how much time a night are they spending on homework,, what should they be focusing on?						
	5	<b>Discuss what worked well about this meeting and what we would like to change next time</b> <table><tr><td><b>Plus +:</b></td><td><b>Delta Δ:</b></td></tr><tr><td><ul style="list-style-type: none"><li>• Every voice was heard</li></ul></td><td><ul style="list-style-type: none"><li>• Need to start and end on time</li></ul></td></tr></table>				<b>Plus +:</b>	<b>Delta Δ:</b>	<ul style="list-style-type: none"><li>• Every voice was heard</li></ul>	<ul style="list-style-type: none"><li>• Need to start and end on time</li></ul>
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