

School-Based Planning Team

Date: May 12, 2021

Time: 2:00pm - 3:00pm

Location: Francis Parker School No. 23

Facilitator: Greg

Time keeper: Jaime

Note taker: Aprille

Norms Tracker: Kim M.

Members Present: Katie Yarlett-Fenti, Carla Roberts, ~~Patricia Taboada-Serrano, Jenn Rothfuss, Patricia McKinney, Kevin White~~, Greg Kunzer, Caroline Carello, Jaime Kamauf, Jessa Perez, ~~Aniquette Kirton~~

Non-SBPT Members Present: Aprille Burton, Kim McInerney

Schedule [60 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates	Status
2:00 pm - 2:03 pm	3	Review objectives for today/Agenda Standing Items: <ul style="list-style-type: none"> Assign Times & Roles Review Norms Approval of Minutes Review and Add to Equity Self-Reflection Notes Student Interviews 	Katie		
2:03pm - 2:05pm	2	Topic: Assign Roles NOTES: <ul style="list-style-type: none"> Done 	All		
2:05pm - 2:45	40	Topic: Review 2021-2022 SCEP Equity Self-Reflection NOTES: <ul style="list-style-type: none"> Starting from equity and then building those components in EQUITY SELF-REFLECTION FOR IDENTIFIED SCHOOLS (Due May 15, 2021): Katie will upload into SCEP folder. Link to CR-S Framework 	All		
		Topic: Student Interviews (Due 5/31/21) NOTES: <ul style="list-style-type: none"> Background <ul style="list-style-type: none"> Katie walked through the background document and what is expected; explained examples of how to conduct the meeting 			

		<ul style="list-style-type: none">• Review Student Interview Agenda<ul style="list-style-type: none">◦ Roles with a rolling agenda• (10- 25; 5th & 6th; representative of all different students)• Questions (need to be given ahead of time; about 5 questions):<ul style="list-style-type: none">◦ Could ask students what they want to talk about (topics); survey them◦ Could choose a topic or topics◦ Could break topics into categories◦ Could use open-ended questions◦ Race and Racism focus◦ Questions: #s 1, 4, 6, 9, and 12 received the most votes by the team• Assign Interviewers (could be small groups; members of SCEP team):<ul style="list-style-type: none">◦ Lead students through the interview◦ Get them to expand on their thoughts◦ Emphasize there are no right answers, people have different points of view• Interviewers: Jessa, Katie and Carla							
		Next Steps: NOTES: <ul style="list-style-type: none">• Carla and Katie will work on a letter explaining to families on what it is for<ul style="list-style-type: none">◦ Will pull the hybrid students and hand them the letter◦ Send letters home next week◦ Katie will put questions into the agenda• Jessa- 4th; Katie- 5th; Carla- 6th• Look at a time to schedule interviews							
2:55pm - 2:58pm	3	Topic: Agenda for Next Meeting NOTES: Next Mtg. May 19th @ 2:00pm <ul style="list-style-type: none">• Review Student Interview Attendees<ul style="list-style-type: none">◦ Did letters go home? Who didn't want to do it?◦ Share out planned interview dates and times	All						
2:58pm - 3:00pm	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">• All voices heard• Collaboration</td><td><ul style="list-style-type: none">• End on time</td></tr></table>				Plus +	Delta Δ	<ul style="list-style-type: none">• All voices heard• Collaboration	<ul style="list-style-type: none">• End on time
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