



OUR MISSION IS STUDENT SUCCESS...ACADEMIC, ARTISTIC, AND HUMANISTIC

SCHOOL BASED PLANNING TEAM Minutes

Wednesday, June 12, 2024

4:15 pm – 6:00 pm

Location: Google Meets

Members: Ezekiel Anderson, Ninja Branca, Dr. Samantha Brody, Marc DellaGloria, Monica Graham, Amy Labrosa, Nina Pallotta, Sharifa Prior, Susan Rudy, Talya Sirianni, Alan Tirre, Evan Wilson

Absent: Dr. Samantha Brody, Ezekiel Anderson, Nina Pallotta

Guests:

TimeKeeper: N. Branca

Notetaker: A. Labrosa

Facilitator: S. Rudy

Attachments: RCSD Meeting Norms (below)

TIME	TOPIC	PERSON	DISCUSSION/ DESIRED OUTCOME	ACTUAL TIME
4:15-4:20pm	<i>Call Meeting to Order</i> (Vote: To Call Meeting to Order) Review Meeting Norms	S. Rudy/All	Voted and Approved (via email 6/18/24)	
4:20-4:25pm	<i>Approval of Today's Agenda</i> (Vote: To approve agenda)	S. Rudy/All	Voted and Approved (via email 6/18/24)	
4:25-4:40pm	<i>Parent/Teacher Conference Plan:</i> -What is the format for the last P/T conference? (Vote: To approve format) -	S. Rudy/All	<ul style="list-style-type: none">• Utilize an electronic sign up format to give to parents and families before the conference and if teachers do not have any parents signed up they do not have to attend.• Sign up option should be sent out 2 weeks prior to the conference date to give families time to sign up/take off work.• Option for one centralized form for all teachers on one form. Voted and Approved (via email 6/18/24)	

4:40-4:55pm	<i>SBPT Dates for 2024 - 2025</i> -August meeting -SBPT monthly meeting dates -2 Parent Teacher Conference Dates Set by SOTA district dates are: 10/17 and 3/6) -Curriculum Night (Vote: To approve dates)	S. Rudy/All	SBPT Dates: August 28th, 4:15-6:00 September 18th, 4:15-6:00 October 23rd, 4:15-6:00 November 20th, 4:15-6:00 January 15th 4:15-6:00 February 26th, 4:15-6:00 March 26th, 4:15-6:00 April 23rd, 4:15-6:00 May 21st, 4:15-6:00 June 11th, 4:15-6:00 Parent Teacher Conferences: October 17th, 5:00-7:00 March 6th, 5:00-7:00 January 9th, 5:00-7:00 Revised to May 1, 5:00-7:00 (from May 8) voted/approved via email 6/22/24 Curriculum Night: September 25, 2024 5:30-7:30 Voted and Approved (via email 6/18/24)	
4:55-5:10pm	<i>Criteria for Offering Extra Classes</i> -What is the criteria for offering a teacher to teach an extra class to make it equitable? Ideas for criteria: schedule availability, number of years in a row teaching an extra class, certification, etc.) (Vote: To approve criteria)	S. Rudy/All	Having discussions with department chairs regarding who would be willing and able to pick up an extra class. Using a google form to gauge interest regarding if a teacher wants to teach an extra one? Have to consider how many periods teachers have back to back, how many preps. Voted and Approved (via email 6/18/24)	
5:10-5:25pm	<i>Proposal for Club Stipend Payments</i> (Vote: To approve stipend payments)	S. Rudy/All	Artistic Minds \$823 Black Student Union \$838 Class of 2024 \$3225 Garden Club \$1441 GSA \$803 Mosaics \$863 Photo Club \$823 Ski Club \$893 SOTA Podcast \$822 Therapy Dogs \$843 Voted and Approved (via email 6/18/24)	

5:25-5:35pm	<i>Committee/Constituency Share Out and Update</i> <ul style="list-style-type: none"> Professional Development Culture and Climate Students, Parents, Teachers, Administration 	All	Professional Development is finished for the year Culture and Climate <ul style="list-style-type: none"> Senior celebration/senior parade on 6/11 7th grade field trips to the MAG 7th grade field trips to Stony Brook Field day Monday for 8th graders 9th graders have been going on college field trips Food Truck Rodeo Prom! Seabreeze field trip for choir/band Graduation June 25, 2024 Senior awards night 89 students getting the New York State Seal of Civic Readiness 6 getting New York State Seal of Biliteracy 	
5:35-5:50pm	<i>Principal's Update</i> <ul style="list-style-type: none"> Communication Staffing Arts and Academics School Culture and Climate District Initiatives and Updates 	A Tirre	Filling 6 vacancies - math, science, social studies, Spanish Communications - weekly email to teachers, end of Newsletter to parents and families, posting more on social media. Staff Picnic on the half day with music, food, ice cream - teacher appreciation luncheon Projecting 88% graduation rate Grade designation - to classify all students as 9th, 10th, 11th, 12th grade Is there a way to designate students who are behind in credits that isn't the grade level?	
5:50-5:55pm	<i>Approval of Minutes</i> (Vote: To approve minutes)	S. Rudy/All	(Vote: To approve criteria)	
	NEW BUSINESS		n/a	
5:55-6:00pm	<i>Set Agenda for Next Meeting</i>	S. Rudy/All	Google meets or In-person?	
6:00pm	<i>Adjourn Meeting</i> (Vote: To adjourn meeting)	S. Rudy	(Vote: To approve criteria)	

Snacks Today: BYO

Next Meeting: August Next Snacks: BYOS

Future Meetings: TBD

Please remember: SBPT meetings are open to the public.

Visitors do not participate in the full team conversations and are invited to sit in a designated area.

Minutes to be posted on sotarochester.org after approval.

NORMS

Take an inquiry stance	Start and end on time
Ground statements in evidence	Be here now
Assume positive intentions and take responsibility for impact	Expect non-closure
Stick to protocol and hear all voices	Expect discomfort in the service of learning

