



---

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

---

## SCHOOL BASED PLANNING TEAM Agenda

Wednesday, November 20, 2024

4:15 pm – 5:00 pm

Location: Teams

**Members:** Nija Branca, Heidi Breidenstein, Emily Buss, Marc DellaGloria, Monica Graham, Amy Labrosa, Tom Pasqualucci, Sharifa Prior, Talya Sirianni, Elizabeth Soffa, Alan Tirre

**Absent:** Ezekiel Anderson, Dr. Samantha Brody, Evan Wilson

**Guests:** N/A

**TimeKeeper:** N/A

**Notetaker:** A. Labrosa

**Facilitator:** T. Pasqualucci

**Attachments:** N/A

TIME	TOPIC	PERSON	DISCUSSION/ DESIRED OUTCOME	ACTUAL TIME
4:15 – pm	Call Meeting to Order	T. Pasqualucci/All	2nd by H. Breidenstein	
– pm	Review and Modify Agenda as needed (Vote: To approve agenda)	T. Pasqualucci/All	2nd by H. Breidenstein	4:20
- pm	NEW BUSINESS	All	<ul style="list-style-type: none"><li>First Responder youth certification event for youth, parents, educators and staff (M.Graham proposal) <i>(tabled last meeting)</i><ul style="list-style-type: none"><li>possible grants available</li><li>offered the link for review will determine if this is something that people want to move forward with for next school year potentially.</li></ul></li><li><a href="#">Link</a></li></ul>	
	Parent/Teacher Conference Organization	N. Branca	<ul style="list-style-type: none"><li>Discussion regarding universal sign up sheet for Parent Teacher Conferences</li><li>Voted in June to approve a 2 week in advance parent teacher conference to sign up parents to make sure that appointments are made in advance.</li></ul>	

			<ul style="list-style-type: none"> <li>• Discussion about</li> </ul>	
	SBPT Department Presentations	A. Tirre	<ul style="list-style-type: none"> <li>• <a href="#">Draft schedule</a> <ul style="list-style-type: none"> <li>○ Discuss with teachers through weekly bulletin emails/through department heads regarding the schedule</li> <li>○ Will there be in person time built into the schedule in some way to discuss the department presentations? Half days? Wednesday meetings? Superintendent conference days?</li> <li>○ Unanimous vote to approve moving forward with department presentations using the schedule proposed.</li> </ul> </li> <li>• Draft prompt for departments</li> </ul>	
	Principal's Update <ul style="list-style-type: none"> <li>• Title I Survey Results</li> </ul>	A. Tirre	<ul style="list-style-type: none"> <li>• PTSA meeting discussed SBPT and additional parents expressed interest in joining.</li> <li>• What is the process for moving forward for adding additional parents? <ul style="list-style-type: none"> <li>○ There should be 3 reps and 2 alternates - currently there are 2 reps and 0 alternates</li> <li>○ parents can be nominated and elected through PTSA to join SBPT</li> </ul> </li> </ul> <a href="#">SBPT Manual</a> Brainstorm activities for Title I funds <ul style="list-style-type: none"> <li>• Discussed survey results - 50 parents took a survey about topics the parents wanted to see Title I events and which activities parents would like to see.</li> <li>• Title I team discussed hosting 3 primary events to engage families - one for 7th grade families, one for senior families, one open to all families</li> </ul> Working theme - "Do something"	
	<i>Approval of September and October Minutes</i>	T. Pasqualucci	<b>Votes Approved</b>	
5:50-5:55pm	<i>Approval of Minutes</i> <b>(Vote: To approve minutes)</b>	T. Pasqualucci	<b>Vote Approved</b>	
- pm	Set Agenda for Next Meeting	T. Pasqualucci/All	Vote for Mental Health First Aid Responder program Department Presentations	
5:00pm	Adjourn Meeting <b>(Vote: To adjourn meeting)</b>	T. Pasqualucci	<b>Vote Approved</b>	

Snacks Today: BYO

Next Meeting: January 15    Next Snacks: BYOS

Future Meetings: 2/26, 3/26, 4/23, 5/21, 6/11

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](http://sotarochester.org) after approval.