

Edison Career & Technology High School SCHOOL BASED PLANNING TEAM MEETING

Wednesday, December 7, 2022

5:00 PM - 6:30 PM (ZOOM)

Edison Career & Technology High School, 655 Colfax Street, Rochester, NY 14606

Facilitator: Jacob Scott

Note Taker: Kyla Harris

Time Keeper:

School Based Meeting Norms:

SBPT Members: Ebony Stubbs, Annissa Hines, Richard Paufler, Adrienne Murray, Tegra Silver, David Burgess, Charmaine Cohen, Sandhya Gupta, Kyla Harris, Kevin Murphy, Andrea Seckel, MiEsha Adell, Kathryn Leenay, Sarah Paxhia, John O'Neil, LaCassa Felton, Robert Goldsberry, Babette Phillips, Jacob Scott, Helen Dumas,

Attendees: Jacob Scott, Babette Phillips, Kyla Harris, Kevin Murphy, Sandhya Gupta, Annissa Hines, David Burgess, John O'Neil, Kathryn Leenay, Ebony Stubbs, Sarah Paxhia, Tegra Silver, Andrea Seckel, Diane Watkins, Robert Goldsberry, MiEsha Adell, Charmaine Cohen, LaCassa Felton,

Absent: Richard Paufler, Adrienne Murray, Helen Dumas,

Agenda:

- (1) Welcome and Introduction of Members
- (2) Approval of Minutes from [Wednesday, November 2, 2022](#)
- (3) Principal Updates
- (4) Quarterly Report Questions and Updates
- (5) [ENL/Bilingual proposals](#)

Updates and Check-Ins:

- (6) **Parent Engagement** - Dr. Cohen
- (7) **Professional Learning Experience** - Phillips
- (8) **Clubs and Organizations** - Murphy, Harris
- (9) **Instructional Council** - Burgess
- (10) Other Items



TIME	MIN	ACTIVITY	MINUTES
5:00 PM	5	Welcome and Introduction of Members	

5:03 PM	5	Approval of Minutes from Wednesday, November 2, 2022	Approved by O'Neil. Seconded by Tegra Silver
5:1 PM	10	Principal Updates Scott	<p>A staffing meeting happened today for the 2023-24 school year.</p> <p>School counselors had to submit tentative course requests that will determine staffing for next year.</p> <p>Rochester Leadership will be given a tour this Friday at Edison around 10:15. They were interested in interviewing some students, but with it being a half-day, that may or may not happen.</p> <p>Next Wednesday, NYSED will be visiting our school. They will send a list of subjects they want to visit. They will also want to discuss our DIs.</p> <p>There will be about 75 Holiday food baskets given away to families. There was about 130 Thanksgiving baskets last month.</p>
5:10 PM	10	<p>Quarterly Report-</p> <p><u>Quarterly Report Due Dates:</u> Quarterly 2 report: January 18th - Rough Draft Due</p> <p>Quarterly 3 Report: April 14th - Rough Draft Due</p> <p>Quarterly 4 Report/Continuation Plan: July 6th - Rough Draft Due</p>	<p>Our quarterly report comes out four times during the school year to let the state know what is happening towards meeting our DIs. The Instructional Council completes the report. A member from the community, the chief and Superintendent views the report and signs off on the report.</p> <p>A rough draft is due January 18th.</p>
5:15 PM		ENL/Bilingual proposals	<p>Proposal 1- Mr. O'Neil presented the proposal that Edison aligns with NYSED and RCSD.</p> <p>State and the district identified Edison as a Transitional Program. A lot of the incoming students are commanding and are taking seats of the newcomer students who are Entering.</p> <p>As students move up in English proficiency NYS requires less bilingual classes.</p>

			<p>Proposal 2- First week the ENL teachers create their schedules as opposed to the computer creating ENL schedules.</p> <p>Mr. Scott would like to see the data on bilingual students not being placed in bilingual classes.</p> <p>He suggests we have Darcy involved in the conversation for scheduling and bilingual programming with the Director of BEWL. A sub-meeting would be appropriate for this meeting.</p>
5:33 PM	10	Parent Engagement - Dr. Cohen	<p>Several teachers and parents helped plan and host the Literacy Day in November. There were guest authors and lunch for parents. Monroe County Library was there to issue cards for parents and students.</p> <p>Report cards were sent with a flier for parents to be given next steps. Parents were asked if they were happy with the report card or not by signing QR codes. If they were not happy with the report card, parents were asked questions about if they want to meet with teachers. If they wanted to meet with teachers, Dr. Cohen reached out to the parents and teachers to set up meetings. Parents were also given a list of resources to help with tutoring in the community.</p>
5:54 PM	10	Clubs and Organizations - Kevin Murphy	<p>Mr. Scott, Ms. Harris and Mr. Murphy have been working on approving clubs. We received about 13 applications from advisors.</p> <p>The forms will be submitted to CO soon.</p> <p>We will be meeting to agree soon to agree on stipends.</p>
5:58 PM	10	Instructional Council - David Burgess <ul style="list-style-type: none">  December 9th Half Day Schedule  Co-Teaching and Tier 1 Interventions.pdf  EDISON PD PROGRAMMING 	<p>Ms. Watkins led a PD today on assessments and grading. There were great conversations about grading policy (50% is the lowest grade a student can be given).</p> <p>We will be having a PD during the half-day on Co-Teaching models and co-planning. Ms. Acosta has been helping with the planning of Co-teaching PD and future PDs.</p>

			Second part of the half-day PD is on MTSS.
Next Meeting Agenda Items	Future half-day schedules Clubs and organizations MTSS update ENL/Bilingual Proposal- Subcommittee		
VOTING ITEM: Club & Organizations for the 2022-23 school year	Parent: Yes RTA: Yes RAP: Yes Bente: Yes ASAR: Yes	Clubs & Organizations for the 2022-23 school year - Approved	
VOTING ITEM:	Parent: RTA: RAP: Bente: ASAR:		
Parking Lot			
	Next Meeting: January 11, 2023 from 5:00-6:30 pm Facilitator: Notekeeper: Timekeeper:		