Edison Career & Technology High School
SCHOOL BASED PLANNING TEAM MEETING

Wednesday, February 1, 2023
5:00 PM - 6:30 PM (ZOOM)
Edison Career & Technology High School, 655 Colfax Street, Rochester, NY 14606

Facilitator:
Note Taker: John O'Neil
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: Ms. Adell, Mr. Burgess, Dr. Cohen, Ms. Felton, Ms. Leenay, Mr. Murphy, Mr. O'Neil, Ms. Paxhia, Ms. Phillips, Ms. Seckel, Ms. Silver, Ms. Stubbs,

Absent: Mr. Goldsberry, Mr. Scott, Ms. Dumas, Ms. Hines, Mr. Paufler, Ms. Murray, Ms. Gupta, Ms. Harris

Agenda:
  (1) Welcome and Introduction of Members
  (2) Approval of Minutes from January 11, 2023
  (3) Principal Updates - Scott
Updates and Check-Ins:
  (4) Parent Engagement - Dr. Cohen
  (5) Professional Learning Experience - Phillips
  (6) Clubs and Organizations - Murphy, Harris
  (7) Instructional Council - Burgess
  (8) MTSS Update - Felton
  (9) Other Items

TIME	MIN	ACTIVITY	MINUTES
5:00 PM	5	**Welcome and Introduction of Members**	
5:03 PM	5	**Approval of Minutes from** Wednesday, January 11, 2023	Minutes approved at 5:10pm.

5:08 PM	10	**Principal Updates** Jacob Scott	Principal Scott was absent from this meeting, thus the reason for no updates.
5:18 PM	5	**Parent Engagement** - Dr. Charmaine Cohen	Discussed what's coming up. Virtual Educational Summit - Saturday 2/18/23. Approved PD for teachers - a star-studded panel. Topics include the positive impacts of home ownership - generational wealth. This is open to the entire District. There will be a youth session as well. Flyers are in mailboxes and in email.
5:23 PM	5	**Professional Learning Experience** Babette Phillips	A couple of PLEs were finally approved and are in progress. IC is invited to support PLE writers to help with getting them approved the first time.
5:28 PM	5	**Clubs and Organizations** - Kevin Murphy & Ms. Harris	Two clubs are waiting for approval - Art Club and Junior Class Advisors - the class is finalizing class officers this week. Working on stipends a draft should be done this week or next. Discussion around increased bookkeeping demands from the District. Students have been involved and should be involved in this process.
5:33 PM	10	**Instructional Council** - David Burgess & Diane Watkins	IC had after school PD on reading this afternoon. Reading survey was sent to faculty to see what reading looks like in subject areas. Evaluating student progress with Regents data. We'll be supporting team leaders' use of ROC3D.

			Employability continues to be a focus. We need a comprehensive review plan for Regents classes. Scheduling lab qualified students for science Regents exams. Identifying and prioritizing exams for students in need. Co Teaching/co planning and formative assessment will round out the year for the after school PDs. Pass/Fail review classes can be problematic - need to work on how to help students stick with it. Getting student Regents schedules as soon as practicable so students will be aware and feel more ready for June. Safety Net - while it helps students graduate, it does not help accountability data. We need a conversation around students taking tests they need and sitting for tests they've gotten the Special Appeal credit for. It was brought up that we should use the 3/3 half day PD to look at recent data (Regents/midterms, etc)/item analysis to get ready for June. Possibly call a special SBPT meeting - Wednesday 2/8 to plan 3/3 half-day.
5:43 PM	20	**MTSS Update** LaCassa Felton	District observed the last MTSS meeting - great to see a multidisciplinary team in place. Received some constructive feedback around procedures and roles to streamline processes. Referrals are slowly coming in. This is a foundation building time for the team. Waiting on data on Tier 1 attendance interventions that worked. Some referrals start as "academic" but often are rooted in behavior. Attendance, Behavior, Coursework are the core focuses.
6:00 PM	10	**Other Items/Planning for next meeting**	Next meeting agenda items: Parent Engagement January Regents outcomes

			3/3 Half-day planning/finalizing (need to know what Mr. Scott has in mind as well.) MTSS Update
6:10 PM			
Next Meeting Agenda Items			
VOTING ITEM: **Club & Organizations for the 2022-23 school year**	**Parent:** **RTA:** **RAP:** **Bente:** **ASAR:**		
VOTING ITEM:	**Parent:** **RTA:** **RAP:** **Bente:** **ASAR:**		
Parking Lot			
	Next Meeting: March 1, 2023 from 5:00-6:30 pm **Facilitator:** **Notekeeper:** **Timekeeper:**		