

Edison Career & Technology High School SCHOOL BASED PLANNING TEAM MEETING

Wednesday, September 20, 2023

5:00 PM - 6:30 PM Teams

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

Facilitator: LaCassa Felton

Note Taker: Mr. O'Neil

Time Keeper:

School Based Meeting Norms:

SBPT Members: Ebony Stubbs, Annissa Hines, Charmaine Cohen, Sandhya Gupta, Kyla Harris, Kevin Murphy, Andrea Seckel, Sarah Paxhia, John O'Neil, LaCassa Felton, Michael Samuel, Babette Phillips, Lisa Johnson, Diane Watkins, Shaun Rodriguez, Rita Ross, Korrie Mros

Attendees: Charmaine Cohen, LaCassa Felton, Rita Gaston, Annissa Hines, John O'Neil, Sarah Paxhia, Babette Phillips, Michael Samuel, Ebony Stubbs, Diane Watkins

Absent: Kyla Harris, Shaun Rodriguez, Rita Ross, Korrie Mros, Lisa Johnson, Kevin Murphy, Andrea Seckel, Sandhya Gupta,

Agenda:

- (1) Welcome and Introduction of Members
- (2) Approval of Minutes from August 22, 2023
- (3) Principal Updates - Felton

Updates and Check-Ins:

- (4) **Parent Engagement** - Dr. Cohen
- (5) **Professional Learning Experience** - Phillips
- (6) **Clubs and Organizations** - Murphy, Harris
- (7) **Instructional Council** - Watkins, Konecny and Mros
- (8) **MTSS Update** - Watkins
- (9) Other Items: see below in agenda



TIME	MIN	ACTIVITY	MINUTES
5:00 PM	5	Welcome and Introduction of Members	
5:03 PM	5	Approval of Minutes from August 22, 2023	Minutes approved by: Phillips, seconded by O'Neil

5:08 PM	15	<p>Principal Updates LaCassa Felton</p>	<p>Proposed Dates:</p> <p>10/11/23</p> <p>11/8/23</p> <p>12/13/23</p> <p>1/10/24</p> <p>2/14/24 or 2/7/24 or 2/28</p> <p>3/13/24</p> <p>4/10/24</p> <p>5/8/24</p> <p>6/12/24</p> <p>(Will have to be voted on)</p> <p>Staffing Update for 23-24 School Year- Felton I've been working diligently with CO to staff vacancies.</p> <p>Current staffing needs: Machinist for CTE - difficult to fill because of the salary the District offers for 1st year teacher. Industry pays more. The team discussed different possibilities for recruitment. Perhaps reaching out to RIT, MCC to recruit adjuncts Home school assistant BENTE - Project Assistant (Paufler) Teaching Assistants - 2</p> <p>Upcoming Events- Receivership Town Hall Meeting will take place in the library on September 28, 2023. This meeting is required by NYSED and Education law..</p> <p>District Half Day: October 27, 2023</p>
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			<p>Periods. Social Emotional Learning 2nd period-phone distribution. Principal Felton shared slides around the SEL day scheduled for the 10/27 half day. First 2 periods would be academic - make-ups, etc. Phones distributed at end of "9th period" prior to the two period pep rally. The afternoon would be around SEL for teachers, possibly a potluck or food truck for lunch. (Will need to be voted on.)</p>
5:23 PM	5	<p>Parent Engagement - Dr. Charmaine Cohen</p>	<p>Planning parent engagement activities - will be meeting with parent leaders around SEL as well. Annual Edison Educational Summit (typically virtual) - there are reservations around using Teams - many parents may not have access. The possibility of hybrid parent meetings.</p> <p>Looking forward to engaging different parent constituencies - athletes, NYSAA, ELLs. Launching Parent University soon. Parent Student Orientation for summer 2024. Parent Family Talk Power Hour will begin as well. Community partners will be on the calls to inform parents. Fall and spring parent teacher conferences Outreach and transportation continue for this.</p>
5:33 PM	5	<p>Professional Extended Day and Academic Intervention Babette Phillips</p>	<p>Teacher PD has changed on the resolution to one hour weekly. Details will need to be ironed out for the schedule to be done.</p> <p>Extended day - budget process has changed and is more transparent - one teacher will be hired per department except science - also clerical and SSOs - can start after 10/23/23. Teachers and students will receive applications and parents and students can self-enroll. Monday-Thursday - no Saturday school. Will run during April recess.</p> <p>We went over the data being generated from reading assessments and discussed</p>

			intervention possibilities for both ELA/reading and math.
5:38 PM	5	Clubs and Organizations - Kevin Murphy	Tabled
5:43 PM	10	Instructional Council - Diane Watkins	Focusing on Tier 1 classroom strategies and interventions in each department. Looking at reading in content areas as well.
5:53 PM	10	MTSS Update Diane Watkins	Resource mapping for the school - PBIS has fallen short - not enough incentives or people to effectively manage the PBIS program. Student input (student council, representatives) could be helpful in this. Mr. Murphy agreed to be point for club and class advisors. A PD will be done for teachers interested in being an advisor Clubs and activity stipends and schedule should be more transparent
6:03 PM	20	Voting half day schedule (which periods)	The district has still not finalized the schedule for the half day. Half Day Schedule will be planned by a subcommittee including Mr. Vacca, Ms. Sergent
6:23 PM	5		
6:30 PM	5		
			Next meeting agenda items: Items:
Next Meeting Agenda Items			
VOTING ITEM:		Voting Topic: SBPT Meetings 2023-24 SEL Day with Fun Day-Pep Rally 2 Parent Engagement Activities periods Parent:	

	RTA: RAP: Bente: ASAR:	
Parking Lot	Half Day Schedule	
	Next Meeting: Facilitator: Notekeeper: Timekeeper:	