



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

SCHOOL BASED PLANNING TEAM
Approved Minutes

Present: K. Nicastro, J. Aspenleiter, S. Rudy, M. Fusco, M. Presberg, L. Kasdin, B. Haak, A. Bosworth, M. Gamzon

Absent:

Guests:

DATE: September 12, 2017

PLACE: A178

TIME: 4:15

FACILITATOR: Susan Rudy

TIMEKEEPER: J. Aspenleiter

SECRETARY: M. Presberg

Thank you snacks: Fusco/Rudy

TOPIC	PERSON	DISCUSSION/ DESIRED OUTCOME	TIME
Call Meeting to Order (Vote: To Call Meeting to Order) 4:15 – 4:20 pm	S. Rudy/All	Call Meeting to Order (Vote: To Approve Agenda and Timing) Get Contact Information from Members for District Approved	4:20
Approval of Today's Agenda / Set Timing (Vote: To approve agenda)	S. Rudy/All	Approval of Today's Agenda / Set Timing (Vote: To Approve Agenda and Timing) Approved	4:22
4:25 – 4:40 pm	Gamzon/Presberg/All	Approval of Meeting Minutes from 7/27/17 Minutes from 7/27 approved	4:30

4:40 – 4:55 pm	All	Approve Ground Rules (review revisions made at last meeting) Each constituency to report on a Quorum number. Ground Rules Approved (with changes)	4:40
4:55 – 5:10 pm	All	<p>NEW BUSINESS items from June 8/July 27 meeting:</p> <ul style="list-style-type: none"> • Recommendation to discuss how to implement Title I next year with student input added. (deferred until after the PTSO discusses at 9/12 PTSO meeting.) • Selection/election of SBPT student representatives. (Mr. Tillotson and Mr. Murphy are student government advisors. Ms. Aspenleiter will contact them about having the student government determine the selection process for student representatives.) • Reports from departments to SBPT. Ask departments to answer some simple questions as in past years to provide SBPT with a greater sense of school-wide instructional issues. (This had occurred in prior years and was very well received. SBPT teacher representatives will coordinate with the departments.) <ul style="list-style-type: none"> - Do we want to prepare questions for departments in advance? Yes - Do we want students from the departments to come in to report? Departments will be invited at their own discretion to include students as part of their presentations. - Ms. Kasdin will create a Google Doc with a schedule of SBPT meetings and invite departments to sign up. - Ms. Rudy read the letter to departments that was used in 2012. <p>SBPT is interested in hearing from Special Ed so they will be encouraged to sign up for one of the early slots. Note: the presentations used to be organized by departments chairs. Dept. chairs no longer receive stipends so these responsibilities do not always go to them. Departments will be invited to present for up to 10 minutes with the possibility of a brief Q&A. This could be discussed on September 29 if there is a faculty meeting that day.</p>	

		<p>Is there data available from the district about tardy and absences as a result of the schedule change?</p> <ul style="list-style-type: none"> - Central office will be able to provide data in October (after school start-up things are done.) - The attendance liaison is putting together some information. - Ms. Aspenleiter will send data when she gets it. 	
5:10 – 5:25 pm	All	<p>Committee/Constituency Share Out and Update</p> <ul style="list-style-type: none"> • Parents: • Vicki Robertson is new PTSO president. There have been many parent meetings over the summer. Title I conversation is getting pushed. • SBPT parent constituency met and would like to have a few minutes at upcoming art events to hand out flyers with PTSO and SBPT parent constituent contact information so that parents know who to talk to. This can start at curriculum night. • Curriculum night is actually 6-8pm even though the information was incorrect on the parent letter. • Professional Development: PD calendar with save the dates was distributed. Two /month. One is tech. One is choice of teachers as of the end of last year. Everyone is responsible for presenters and advertising for their own PDs. • Teachers: Students will be taken to RBTL Little Mermaid in October. November to a Christmas Carol. Possibly other shows as well. 	5:15
5:25 – 5:50 pm	Nicastro	<p>Principal's Update</p> <ul style="list-style-type: none"> • SOTA Stream Video is the new announcements. It will have links on Facebook and Twitter and shown in the foyer. Everyone loves it. Kids will also have the link to YouTube. Maybe go right to the RCSD Link app. • There is an RCSD Link app available in the Play Store. Ms. Nicastro did a demo. • 83 kids auditioned for Little Shop of Horrors. This unprecedented participation may be due to better communication from the announcements. • Staffing: We are fully staffed. Many teachers were added. • Arts and Instruction: Working on adding course criteria sheets to the website. There has been a lot of work on the website to make it more usable. • School Culture and Climate: We think it is going well. There are fewer than 10 kids who have not yet shown up at all. 96% attendance today. There are 207 7th graders. Central office thought there should be 4 self-contained special ed classrooms, 	

		<p>but there are actually only 2. Bottom line; 12 7th grade students came who had not auditioned. (instead of taking kids off the waiting list.)</p> <ul style="list-style-type: none"> • ESL population has increased dramatically over the years. There are a few students with very limited English. • District Initiatives and Updates: There will be a new chief for SOTA that has not been announced. The elimination of the special ed administrator has had a significant impact. Many implications that are getting worked through. • Registrar is part-time in our building. • There is an English coach in the building. 	
5:50 – 6:00 pm	Rudy/All	<p>Set Agenda for Next Meeting Call to Order Minutes approval Possible Special Ed Department Presentation Recommendations about Title I Student Representatives</p>	
Approval of today's minutes	Rudy/Preberg/All	Minutes will be approved at the next meeting.	

Minutes to be posted on SOTA SharePoint page and sotarochester.org after approval.
Future Meeting Dates: 9/12, 10/18, 11/16, 1/11, 2/13, 3/13, 4/17, 5/15, 6/12