



SCHOOL BASED PLANNING TEAM

Present: K. Nicastro, M. Gamzon, , L. Kasdin,S. Rudy, J. Feinberg, E. Wilson, J. Aspenleiter, Ellen Folts, , N. Somerszaul-Rivera (parent alternate) , Anne Punzi (parent alternate) D. Carter, Martin Presberg, Matan Presberg (student), M. Fusco, M. Mueller, D. Parker
Absent: P. Pittinaro , Meghan Koch, A. Tirre =
Guests:

DATE: Feb. 12, 2014 PLACE: Rm. 178 TIME: 4:15
FACILITATOR: Susan Rudy TIMEKEEPER: J. Aspenleiter SECRETARY: M. Gamzon

Thank you snacks—Parker/ Wilson Next snacks: Gamzon/ Folts

Table with 4 columns: TOPIC, PERSON, DISCUSSION/ DESIRED OUTCOME, TIME. Row 1: Approval of agenda and set times, S. Rudy, Motion to approve and seconded Minutes approved, 4:21-4:25. Row 2: Music lessons, J. Aspenleiter, 'Absent excused for lesson' comment is not on drop down menu... Attendance does not appear on a transcript... Regular class teacher needs to mark student as absent... A number of parents have this complaint over years... There is a place for the comment, but it still reflects as 'absent excused'... Can the district attendance team place an 'excused absence' box on the report card? J. Aspenleiter will look into it, 4:26 -4:40.

<p>Communications Committee update</p>	<p>Mueller/Carter/Rivera</p>	<p>How to improve communications at SOTA?</p> <ul style="list-style-type: none"> <li>• Parent/Teacher Conference Night—making appts. with teachers, finding locations of rooms is difficult for many parents</li> <li>• Can <b>more</b> students be available to help navigate parents? Could they do it for community service? Sign up sheets, maps available, lists of teachers who are absent are made available</li>   <li>• PTSA presentation about how to handle Parent/Teacher Conference Night? A brochure?</li> <li>• Orientation brochure/newsletter?</li> <li>• School-wide emails? Possible principal letter with report cards</li> <li>• Email system to parents was/is not working; parent emails were placed in the wrong field; teachers cannot send parents emails</li> <li>• Emergency alerts are important, too</li> <li>• K. Nicastro mentioned that a new student handbook (discussed with Alison Bosworth) is being worked on</li> </ul>	<p>4:40-4:55</p>
<p>Midterms</p>	<p>K. Nicastro</p>	<p><b>Information sent out regarding midterms in timely fashion, exams went off without a hitch, 7<sup>th</sup> and 8<sup>th</sup> grade had regular schedule</b>  <b>ELA average score 73 (23% scored above 85 53% between 65 and 84);</b></p> <p><b>Retakes: (get results from Kelly)</b>  <b>Will retake in June if still failed; some of these exams are not “gatekeeper” exams; some students trying to improve scores</b></p> <p><b>Earth Science 0/4      Global</b>  <b>Alg 2 1/17</b>  <b>US Hist. 6/25</b>  <b>Int. alg. 21/34</b>  <b>Geom.</b></p> <p><b>Seniors who have failed have had meetings with counselors to take a review class or retake class in June</b>  <b>Services are there to help students</b></p>	<p>4:55-5:05</p>

<b>SBPT Funds Update</b>	K. Nicastro/ B. Pacheco	<b>All requests should be approved Monies should go to clubs and activities A little less money this year based on BEDS numbers No reimbursement for food</b>	5:05-5:10
<b>Principal's Update</b>	K. Nicastro	<b>Voluntary transfer 135/ 11 positions will not be interviewed—music, ESOL Interviews will be set up to meet March deadline Some 8<sup>th</sup> graders were scheduled into enrichment course to help them in English and Math, will get more remediation (about 20) Also about 20 seniors will need remediation and credits in order to graduate</b>	5:10—5:12
<b>Set Agenda for Next Meeting New Business</b>	S. Rudy	<b>Concerns for New agenda items:</b> <ul style="list-style-type: none"> <li>• ELA and lack of books in curriculum; Odell units <ul style="list-style-type: none"> <li>○ SBPT training</li> </ul> </li> <li>• Middle school advisement revisited; behavior, not doing studying</li> </ul>	5:13--5:25
<b>Approval of today's minutes Motion to adjourn</b>		<b>Motion to adjourn seconded and approved</b>	5:36

NEXT MEETING: 3/19

FUTURE MEETINGS:

**3/19 4/9 5/21 6/11**

Minutes to be emailed to SBPT, SOTA, and posted on sotarochester.org after approval.