

YM&IHA PBPT Meeting  
2016-2017 school year

Wednesday, August 10, 2016 at 8:00 AM

Members present:

- Mr. Robinson
- Mr. Sheppard
- Ms. Lawrence
- Ms. De Franco
- Ms. Frey

Agenda (Set forth by Mr. Robinson):

- PBPT
- Introduction of members
- What each member will bring to team
- Purpose of PBPT
- 2015-2016 highlights
- New business, 2016-2017
- Assignments for team members

General discussion surrounding function of PBPT from last school year

List of prior agenda topics and action items from last meetings in May and June 2016

Many items from last year's action plan points, mesh with Mr. Robinsons ideas/ plans for moving forward.

Mr. Robinson prioritized action points.

To be addressed during September 13 meeting

Priorities:

1. Master schedule
2. RTI process (information and documents created by RTI committee to be forwarded to Mr. Robinson)
3. Class size: Mr. Robison has already met with registrar, and is now establishing a 15 student class size/limit for YM and IHA
4. Professional Development - Currently Generation Ready not running, and PD is being developed by department or building specific, to be approve retroactively once system is up and running.

Agenda for September 13, 2017 meeting

1. Master schedule
2. RTI process
3. Class size
4. Professional development

2016-2017 YM&IHA PBPT meeting dates established:

Tuesday, September 13, 2016 - 7:45 am  
Tuesday, October 4, 2016 - 7:45 am  
Tuesday, November 1, 2016 - 7:45 am  
Tuesday, December 6, 2016  
Tuesday, January 3, 2017 - 7:45 am  
Tuesday, February 7, 2017 - 7:45 am  
Tuesday, March 7, 2017  
Tuesday, April 4, 2017  
Tuesday, May 2, 2017  
Tuesday, June 6, 2017

Action items:

- Minutes, meeting dates and member names to be sent for approval, and then to S. DeCarolis for posting on YM&IHA website (also to be sent to staff)
- RTI form (draft) created by RTI committee to be forwarded to Mr. Robinson including initial process ideas and suggested members of RTI team
- Student designed post card for positive recognition, to be sent to Mr. Robinson along with printing cost estimates from Mr. Licata at the district print shop
- First staff meeting to occur on Tuesday September 6, 2017, first day for teachers to report

Meeting minutes submitted:

Laura Frey