

# Rochester Early College International High School



## School Based Planning Team Meeting

April 16, 2018

### SBPT Members in Attendance

K. Hardaway, Teacher       L. Englert, Teacher       T. Lawrence, Teacher  
 J. Fleming, TA       D. Hanselman, Teacher       U. Mehta, Principal

Guests Present: S. McDonald, L. Bermudez-McKnight, M. Rizzo

Agenda Items	Notes	Notes
Professional Learning Opportunity Book Club "Reach Me Before You Teach Me"	Approved	
Approval of March 12 <sup>th</sup> minutes	Approved	
Superintendent's Conference Day	Informational email will be sent to staff with all the information by Ms. Englert.	Mrs. Englert will prepare an informational email outlining events for the day and share with staff. Staff will inform Administration by Friday April 20 if they are attending off-site talks from keynote speakers. Staff not attending offsite talks will report to room 332 at 8am. Breakfast will be dishes that are brought to pass, as well as, lunch. All staff will report to Genesee Campus from 1 pm -3 pm.
Parent-teacher Conferences	May2-5-7pm Senior Awards Night and International Week celebrations will also take place at the same time. All staff will be in the cafeteria.	May 2, 2018 is our next PTC. All staff will be in the cafeteria from 5 pm – 7 pm. Senior awards night will occur simultaneously starting at 5 pm. In addition, International Week Celebrations will occur throughout PTC.

International Week Celebrations	Mr. Hanselman will email Mrs. Diener for an update to share with the SBPT.	
Student Activity Funds	Mrs. Lawrence provided an update.	Ongoing discussion in future meetings.
Budget Update	Ms. Bermudez-Mcknight provided an input and solicited input on different lines.	Ms. Bermudez-Mcknight shared a budget update with the SBPT. Ongoing discussion will continue.
Summer Bridge Program	August 28 and 29	The summer bridge program occurs August 28 <sup>th</sup> and 29 <sup>th</sup> for incoming freshmen for the 2018 cohort. Orientation will occur on August 29 <sup>th</sup> .
Master Schedule Science Labs	Will be discussed in the next meeting	Ongoing conversation. Recommendation was suggested to contact Kim Lombard for feedback on how schedule should look like. Science labs are an ongoing discussion with consideration of whether they should be back-to-back with class or if they can be separate.
Learning Recovery Update	Mr. Hanselman provided an update	Update provided by Mr. Hanselman for SBPT review.
Early College Program <ul style="list-style-type: none"> <li>• Student Support Systems</li> <li>• Dual Credit Courses-Protocols and Communication</li> <li>• Student Contract for MCC transition</li> <li>• Student Binders</li> </ul>	Suggestions- <ul style="list-style-type: none"> <li>• To review college course curriculum with scholars</li> <li>• Communication with families regarding policies, expectations and student progress</li> </ul>	<ul style="list-style-type: none"> <li>• Potentially Mr. McDonald can review with students how to read a syllabus.</li> <li>• Pre drafted letters informing parents of policies. Expectation letters sent in September, January, and March to revisit and update</li> </ul>

	<p>in dual-credit courses</p> <ul style="list-style-type: none"> <li>• 25 binders available for student use.</li> </ul>	<p>families so there are no surprises.</p> <ul style="list-style-type: none"> <li>• MCC has 25 student binders.</li> </ul>
Early College Recruitment 2018-2019	<p>December 4, 2018 January 9, 2019</p>	<p>Dates for recruitment our December 4, 2018 (MCC) and January 9, 2019 (Genesee).</p>
MCC/Genesee Campus 2018-2019 Student Orientation	<p>MCC orientation in the morning followed by school orientation in the evening.</p>	<p>The orientation is 3 hours long and will prepared for early college students. Students will participate in a campus tour and receive their college ID's and books. Genesee Campus orientation will occur at night.</p>
Open House 2018-2019	<p>October 11, 2018</p>	<p>October 11, 2018. Same date as first parent teacher conference.</p>
Parent Teacher Conferences 2018-2019	<p>October 11 December 4 March 7 May 1</p>	<p>PTC dates are as follows: October 11, 2018, December 4, 2018, March 7, 2019, and May 1, 2019</p>
Breakfast of Champions 2018- 2019	<p>March 14</p>	<p>Selected date is March 14, 2019.</p>
Black History Month Celebration/Black Lives Matter 2018-2019	<p>February 15</p>	<p>Selected date is February 15, 2019 at Genesee Campus.</p>
<p>Future Agenda Items</p> <ul style="list-style-type: none"> <li>• DTSDE Recommendations</li> <li>• Staff Handbook</li> <li>• Summer School</li> </ul>		