

School-Based Planning Team

Date: January 20, 2021

Time: 3:30pm - 4:30pm

Location: Francis Parker School No. 23

Facilitator: Greg

Time keeper: Carla

Note taker: Jenn

Norms Tracker: Jaime

Members Present: Katie Yarlett-Fenti, Carla Roberts, Patricia Taboada-Serrano, Jenn Rothfuss, ~~Patricia McKinney, Kevin White, Aniquette Kirton~~, Greg Kunzer, Caroline Carello, Jaime Kamauf, Jessa Perez

Schedule [60 min]

Time	Mins.	Action/Activity	Person Responsible	Target Dates	Status
3:30 pm - 3:33 pm	3	<p>Review objectives for today/Agenda</p> <p>Standing Items:</p> <ul style="list-style-type: none"> • Assign Times & Roles • Review Norms • Approval of Minutes • Professional Development • Shared Governance Report Out • SCEP Progress Monitoring • New Business • Agenda for next meeting • Pluses/Deltas <p>New Business:</p> <ul style="list-style-type: none"> • 	Katie		
3:33pm - 3:35pm	2	<p>Topic: Assign Roles</p> <p>NOTES:</p> <ul style="list-style-type: none"> • 	All		
3:35pm - 3:37pm	2	<p>Topic: <u>Review Norms</u></p> <p>NOTES:</p> <ul style="list-style-type: none"> • Take an inquiry stance • Ground statements in evidence • Assume positive intentions and take responsibility for impact • Stick to protocol and hear all voices 	All		

		<ul style="list-style-type: none"> • Start and end on time • Be here now • Expect non-closure • Expect discomfort in the service of learning 			
3:37pm - 3:39pm	2	<p>Topic: Approval of Minutes</p> <p>NOTES: No discussion</p> <ul style="list-style-type: none"> • Minutes were approved. 	All		
3:39pm - 3:41pm	2	<p>Topic: Professional Development</p> <p>NOTES:</p> <ul style="list-style-type: none"> • Just a few glitches with the final approval for SimpleK12. Katie & Jenn will meet offline to shore it up. 	Katie		
3:41pm - 4:01pm	20	<p>Topic: Shared Governance Report Out</p> <p>NOTES:</p> <p><u>Rigorous Academics:</u></p> <ul style="list-style-type: none"> • Curriculum Night was successful! Positive feedback from both a teacher & parent perspective- sessions ranged from 2 x 30 to 1 45-60 minute session. <p><u>Building Relationships:</u></p> <ul style="list-style-type: none"> • Pieces of Africa Event is the current focus. An email was sent to teachers to select an African-American who has inspired them. Deadline is February 1st for the final presentation. The link should be sent to the committee so a final presentation can be compiled. <p><u>Community Excellence:</u></p> <ul style="list-style-type: none"> • King's Crew Nominations are open. Mr. Ford will be creating a video highlighting students earning the recognition. Respect & Protect is on pause for the current school year. <p><u>Equity and Student Engagement:</u></p> <ul style="list-style-type: none"> • Our website is under development. The last meeting was used as a work session and topics are slowly being populated with resources for parents and teachers. 	Team Leaders		
4:01pm - 4:10pm	8	<p>Topic: SCEP Progress Monitoring</p> <p>NOTES:</p> <ul style="list-style-type: none"> • Hallmark 2 (Discussion Protocols) is our current focus. However, we are a bit behind with the SCEP PD schedule due to teaching models changing as the year progresses. Teachers have had to take 2 hours of PD in preparation for the concurrent model of teaching. • Goal is to get through 3 out of 4 Hallmarks prior to the end of the school year. SBPT is okay with modifying the plan. Katie stated she would go into the SCEP Plan and change the dates and present them at the next meeting. 	All		

		<ul style="list-style-type: none"> DESSA is on hold for the time being. Revisit in March? Perhaps we can target the students who are in-person MT. 							
4:20pm - 4:26	6	<p>Topic: New Business</p> <p>NOTES:</p> <ul style="list-style-type: none"> Reopening: Instructional model will be shifting in the next two weeks. Our start time will revert back to our original schedule of 7:30-2 which results in shifts in the delivery of instruction. Synchronous instruction will increase and times will be built in for mask breaks/recess/etc. The final schedule will be posted on the school's website and Q&A sessions will continue as needed. The most important thing we can do is be flexible as we all work through this together. Keeping parents in the loop and recruiting them as allies can only help with this challenging way of teaching our students. **What can we do to connect better with our families? 	All						
4:26pm - 4:28pm	2	<p>Topic: Agenda for Next Meeting</p> <p>NOTES: Next Mtg. February 24th @ 3:30pm</p> <p>Standing Items:</p> <ul style="list-style-type: none"> Review Norms (Standing) Approval of Minutes (Standing) PD Approval (Standing) Shared Governance Report Out (Standing) SCEP Progress Monitoring (Standing) Agenda for next meeting (Standing) Pluses/Deltas (Standing) <p>New Business:</p> <ul style="list-style-type: none"> N/A 	All						
4:28pm - 4:30pm	2	<p>Discuss what worked well about this meeting and what we would like to change next time</p> <table border="1"> <thead> <tr> <th style="text-align: center;">Plus +</th> <th style="text-align: center;">Delta Δ</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> Efficient use of time Hearing from all voices Started on time & ended !! Accepted non-closure with regards to situations out of our control </td> <td> <ul style="list-style-type: none"> All the kids that Zoom-Bombed us, did not dance....just sayin' </td> </tr> </tbody> </table>		Plus +	Delta Δ	<ul style="list-style-type: none"> Efficient use of time Hearing from all voices Started on time & ended !! Accepted non-closure with regards to situations out of our control 	<ul style="list-style-type: none"> All the kids that Zoom-Bombed us, did not dance....just sayin' 		
Plus +	Delta Δ								
<ul style="list-style-type: none"> Efficient use of time Hearing from all voices Started on time & ended !! Accepted non-closure with regards to situations out of our control 	<ul style="list-style-type: none"> All the kids that Zoom-Bombed us, did not dance....just sayin' 								