



School-Based Planning Team - Running Agenda 2025-26

Date	Time	Location	
Oct 9, 2025		Conference Room	
Facilitator	Notetaker	Time Keeper	Next Step Tracker
D. Lawton-Greggs	S. Sookram		

School #54 Vision	<p><i>We believe in respect and equality. We believe in empowering all. We believe in us and our future. We can be anything we want to be.</i></p>		
School #54 Mission	<p><i>We promote a safe and caring learning environment where students can celebrate culture and diversity.</i></p> <p><i>Through restorative practices, we foster a community of collaboration where all are valued.</i></p> <p><i>We honor achievement and provide positive experiences to help all members of our Flower City School community develop deep-rooted talents and skills for continuous learning.</i></p>		
Meeting Objectives	<p><i>Participants will...</i></p> <ul style="list-style-type: none"> ● <i>Reflect on their leadership work and plan for continuous improvement.</i> ● <i>Apply questioning, facilitation, and decision-making strategies that facilitate adult learning and structure meaningful conversations that drive improvements in teaching and learning.</i> ● <i>Review the School Improvement Plan (SIP) to assess implementation progress and impact on student learning</i> 		
Time	Min	Activity	Notes
	10	Welcome	<ul style="list-style-type: none"> ● Sookram, Worden, Gamble, Hilbert, Wright, Young, O Brien ● Jennifer Martinez Cruz (visitor)
	10	SBPT	<ul style="list-style-type: none"> ● Future SBPT meetings:



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		Overview	<ul style="list-style-type: none"> ● The SCEP plan will be our main focus this year ● Our goal is to stay one month ahead of agenda items so that appropriate time will be given before votes. ● Sometimes last minute meetings will need to be called. ● Constituent Responsibility: <ul style="list-style-type: none"> ○ Kindergarten: Wright ○ 1st Grade: O Brien ○ 2nd Grade: O Brien ○ 3rd Grade: Gamble ○ 4th Grade: Gamble ○ 5th Grade: Young ○ 6th Grade: Hilbert ○ Essential Subjects: Worden <ul style="list-style-type: none"> ■ <i>ESOL, Speech, Psychology, counseling, SW</i> ○ Parents: Monique Shade ○ BENTE: Sookram ○ RAP: Tynisha
	10	Summer Updates	<ul style="list-style-type: none"> ● NYS Test Scores
	5	Math Meetings	<ul style="list-style-type: none"> ● 1 hour Release PDs <ul style="list-style-type: none"> ○ Math dept is paying for 2 subs to unpack the I-ready math program ○ Oct 21st ○ Nov 18th ○ Jan 7th ○ Feb 4th ○ More dates TBD
	15	PLCS and Grade Level Meetings	<p>Independent Grade Level Calibration: Needs to be consistent (Suggested agenda topics) Table for next mtg</p> <p>Proposed agenda:</p> <ul style="list-style-type: none"> ● Data Entry ● Field Trips ● Curriculum unpacking and planning ● Pacing Review ● SST Early Intervention Steps
	5	PDs	<ul style="list-style-type: none"> ● School-Based 1-Hour Professional Learning Dates <ul style="list-style-type: none"> ○ Nov 12th ○ Jan 14 ○ March 11 ○ June 3
	10	Daily Lesson Plans	<ul style="list-style-type: none"> ● For all departments (ESOL, speech, Intervention, etc.) <ul style="list-style-type: none"> ○ Include: Lesson Number, Unit Number, Lesson Topic, Learning Intention, Success Criteria, standard #)



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ATTENDANCE	<ul style="list-style-type: none"><input checked="" type="checkbox"/> Demitria Lawton-Greggs, Principal<input checked="" type="checkbox"/> Stacey Sookram, Administrative Constituency<input checked="" type="checkbox"/> Megan Gamble, Teacher Constituency<input type="checkbox"/> Terri Hilbert, Teacher Constituency<input type="checkbox"/> Maurice Young, Teacher Constituency<input checked="" type="checkbox"/> Shannon O'Brien, Teacher Constituency<input type="checkbox"/> Michele Worden, Teacher Constituency<input type="checkbox"/> Carrie Wright, Teacher Constituency<input type="checkbox"/> Monique Shade, Parent Constituency
NEXT MEETING DATE	SBPT Meetings: Nov 5th Motion to end: O'Brien & Gamble