**Meeting Wise Template Adapted for School #35**

*Grade Level Team: SBPT*

*Location: \_\_Zoom\_\_\_\_\_\_*

*Date: 4/21/21*

\*\*\*REMEMBER TO MAKE A COPY FIRST\*\*\*\*

| **Topic: Monthly Meeting** | | **Attendees**: SCEP: Erin Tellex, Tammie Lezeska, Judith Quinones, Vanessa McNamara, Jessmarie Sanchez, Mrs. Holberton, Jamie Stein  **Facilitator:** Erin Tellex  **Notetaker:** Vanessa McNamara  **Timekeeper:** Jamie Stein | |
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| **Meeting objectives:**  **Agenda:**   * SCEP Team * Volunteer TransfersSchool | | | |
| **To prepare for this meeting, please:** | | | |
| **Schedule -** | | | |
| **Time** | **Minutes** | **Activity** | |
| 8:20-8:35 |  | * SCEP Team * We need to continue working on the SCEP. * Need a rep from elementary (bilingual and monolingual), intermediate (bilingual and monolingual), SPED, esol, secretary, parent, para, RTA, TA, bente   + Need bilingual k-3 rep   + Need monolingual 4-6 rep   + Need ESOL   + TA     - Ask at the staff meeting today- to each of those constituents to see who would like to be a part of this team. * Sanchez- will try to recruit parents. * We can do advance notice by putting it on the calendar once a month for parents. * Specific guidelines:   + Identify team by 4/30   + Would like voices from different parts of the community (interview k-6 students 10-25) by 5/15. (Ensure that questions are in English and in Spanish)     - Depends on the type of questions given to each grade.   + 6/1- first draft of scep needs to be ready to submit to school chief and directors of the district for the different content areas.   + **7/30- scep submitted.**   + We are a TSI school and need to get out of it for next year.   + Leveraging our resources to ensure that our students are able to perform.   + Need to identify the team immediately * Flocabulary & I-station will hopefully come by September   + K-2 received donations for it immediately & professional development   + Bilingual team is looking for k-5 | |
| 8:35-9:00 |  | * Voluntary Transfers * We have possible openings in ESOL, bilingual, bilingual SPED and elementary ed (primary & intermediate). * 6 people right now that are potential interviews and we are looking at 11:30-1 (today), 10-2 (friday 4/23). Could also offer next wednesday 4/28 for interviews as a last day. * If SBPT would like to participate in the interviews, they can put their students on ASYNC. We would like a primary, intermediate and bilingual SPED. | |
|  |  | Next year 21-22   * 5 days a week for students and staff * Parents have the option for remote learning * According to superintendent- one teacher for in person and one person for remote (we do not have the parameters yet for this) | |
|  |  | Let Mrs. Holberton know if we would like to participate in the interview process.   * If you can make it to one session, please continue for the rest of them as well. | |
|  |  | CFA’s are mandatory for next year.  6th grade has the best attendance so far. Central office let Mrs. Santana know. | |
| AGENDA FOR NEXT MEETING |  | **AGENDA:**   * Work on the scep * Develop the team * Added members for next time to work on scep | |