**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 |
| --- | --- |
| **Meeting objectives:****Agenda:** * SCEP Team
* Volunteer TransfersSchool
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| **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
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| 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.
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|  |  | 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)
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|  |  | 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.
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|  |  | 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
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