


Agenda	Item	Est. Time	Notes
Positive celebration of Students and staff		5 min	<ul style="list-style-type: none"> <li>• Welcome back Laura Kazmierski and Katie Welch!</li> <li>• SOTM was successful – positive feedback from families</li> <li>• Routines built into team meetings have helped identify SOTM</li> </ul>
Community Circles <ul style="list-style-type: none"> <li>• Review/confirm 2<sup>nd</sup> semester dates</li> </ul>	 <p>Community Circle Dates</p>	5 min	<ul style="list-style-type: none"> <li>• The PDF document reflects the discussion from the last meeting.               <ul style="list-style-type: none"> <li>• February 9<sup>th</sup> circle needs to be moved to February 11<sup>th</sup>, which is not currently reflected in the PDF</li> </ul> </li> <li>• The last community circle day (11/12) on the Friday after Veteran's Day needed to be cancelled because of a lack of coverage.               <ul style="list-style-type: none"> <li>• Looking ahead to Wednesday (11/24), right now we are covered</li> <li>• A suggestion was made to potentially have students split within teams in case of absences.</li> <li>• Feedback is that circles are ending very quickly and staff are trying to stretch circle sessions out.</li> <li>• A potential limitation would be space if trying to fit too many students into an already full classroom.</li> <li>• Another concern is that students may have a comfort level with other students that they have already been in circle groups and changing that could have an impact.</li> <li>• Q: Could substitute teachers potentially lead a circle?                   <ul style="list-style-type: none"> <li>○ Could be risky because of how much training staff did to prepare for the circles</li> <li>○ District Office staff has been trained as well</li> <li>○ Some substitute teachers could be successful</li> </ul> </li> <li>• Jim is working with Ty about community circle planning and future topics.</li> </ul> </li></ul>
Survey Review <ul style="list-style-type: none"> <li>• Participation rate survey</li> <li>• Schedule survey</li> </ul>	PRIP survey: <a href="https://forms.office.com/Pages/DesignPage.aspx?fragment=FormId%3DAka3kMpbAOieBdNzLsZrTIP8aZJ3aYJEO-jwiTdxD4pUMkQ1RFdQVjY0RzREOURWVD11TU53UTdUSi4u%26Token%3D">https://forms.office.com/Pages/DesignPage.aspx?fragment=FormId%3DAka3kMpbAOieBdNzLsZrTIP8aZJ3aYJEO-jwiTdxD4pUMkQ1RFdQVjY0RzREOURWVD11TU53UTdUSi4u%26Token%</a>	15 min	<u>Schedule Survey:</u> <ul style="list-style-type: none"> <li>• Pam and Jenny met to discuss this survey.               <ul style="list-style-type: none"> <li>○ Using fewer questions can help keep the survey clear and organized with no leading questions.</li> <li>○ Is there a way to get the results that are not in Excel format?</li> <li>○ When the email gets sent to staff, if there are individual concerns to set up a meeting with grade-level administrators as opposed to sharing with the entire building.</li> </ul> </li> <li>• Timeline:               <ul style="list-style-type: none"> <li>○ If sent the Monday after Thanksgiving, then we can discuss the results at the next BPT meeting.</li> </ul> </li> </ul>

	<p><a href="https://forms.office.com/Pages/DesignPage.aspx?fragment=FormId%3DAka3kMpbAOieBdNzLsZrTIP8aZJ3aYJEO=jwiTdxD4pUMVhIMVIPRThBTUFCWFJCNzVWUTcxS1A1Sy4u%26Token%3D6c00708d062a41b7b25b7648e8de1199">3Dcddb1c25124c4433ae915dffd5370c8e</a></p> <p>Schedule survey:  <a href="https://forms.office.com/Pages/DesignPage.aspx?fragment=FormId%3DAka3kMpbAOieBdNzLsZrTIP8aZJ3aYJEO=jwiTdxD4pUMVhIMVIPRThBTUFCWFJCNzVWUTcxS1A1Sy4u%26Token%3D6c00708d062a41b7b25b7648e8de1199">https://forms.office.com/Pages/DesignPage.aspx?fragment=FormId%3DAka3kMpbAOieBdNzLsZrTIP8aZJ3aYJEO=jwiTdxD4pUMVhIMVIPRThBTUFCWFJCNzVWUTcxS1A1Sy4u%26Token%3D6c00708d062a41b7b25b7648e8de1199</a></p>		<p>○ The results will be sent in the agenda prior to the next meeting.</p> <p><u>PRIP Survey</u>  Jim and Janeen met to brainstorm this survey.</p> <ul style="list-style-type: none"> <li>• There are two questions that Jim would clear with Ty and Kristen before sending to the community. <ul style="list-style-type: none"> <li>○ The first paragraph contains information from our website.</li> <li>○ Suggestion to bold the first part that this survey does not opt students into or out of testing.</li> </ul> </li> </ul>
<p>Participation Rate Research</p> <ul style="list-style-type: none"> <li>• What we have so far</li> </ul>	<p>Participation rate data collected so far:  <a href="https://livespencerportschools-my.sharepoint.com/:p:/g/personal/drussell_spencerport_schools_org/EWYFeTdLrzllk2fQPNI5yABfR07oEhHLrCSLKG4RTGgA?e=Ec5aPb">https://livespencerportschools-my.sharepoint.com/:p:/g/personal/drussell_spencerport_schools_org/EWYFeTdLrzllk2fQPNI5yABfR07oEhHLrCSLKG4RTGgA?e=Ec5aPb</a></p>	<p>10 min</p>	<p>Current data used information from public websites.</p> <ul style="list-style-type: none"> <li>• Data in the slideshow is from the 2018-2019 school year.</li> <li>• More data will be available through the Forecast Five Analytics.</li> </ul>
<p>PBIS focus</p> <ul style="list-style-type: none"> <li>• On time for class</li> <li>• Hallway behavior</li> </ul>		<p>10 min</p>	<p><u>Update from Pam and Al:</u></p> <ul style="list-style-type: none"> <li>• PBIS team is fluid, scheduled to meet on 12/10 <ul style="list-style-type: none"> <li>○ Trying to create signs that teachers can hold up instead of repeating the same phrases and reminders.</li> <li>○ Going to get an email out about where the signs would be located if they want them.</li> <li>○ Trying to keep the signs as positive as possible and some that can bring some positive humor in the messaging.</li> </ul> </li> </ul>
<p>From the floor</p>		<p>10 min</p>	<p>LOTS thinking about revamping the two lounges.</p> <ul style="list-style-type: none"> <li>• Are there any rules around what can and can't be used?</li> </ul>

			<ul style="list-style-type: none"> <li>○ Jim will meet with CMS LOTS to talk about different colors and ideas for brightening up the lounges.</li> <li>○ Working with LOTS to potentially putting ideas out for ways to have new seating or relaxation spaces in the lounges.</li> </ul> <p>Observation that the lounges are not always clean and supplies run out</p> <ul style="list-style-type: none"> <li>• Possibly having volunteers clean and re-stock supplies</li> </ul>
Minute review		5 min	

Note taker: David



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