

Minutes of the SPMT meeting of 4-11-17

Present:

S. Franklin, SSST	M. Edmonds-Duff, Administration
R. Murphy, English	D. Stannard, Resource
B. Osborne, Capstone, SS	W. Decter, Accreditation
Dr. Fay Brown Comer School Development Program	
P. Schneider, Co-Chairman, Advisory	S. Ciarcia, Administration
B. Smith-Huckabey, Counselor	R. Sexton, Parent
R. Koehler, World Language	T. McTague, Science, Co-Chairman
Z. Parrish, Principal	J. Donahue, Capstone
E. Colon, Clifford Beers Clinician	
B. Corcoran, Administration	

Norms:

- Start on time and end on time (2:30 pm -3:30 pm)
- Members should provide a substitute if they cannot attend
- Adhere to the principles of collaboration, consensus, and no fault problem solving

1. Minutes of previous meeting (February) were briefly reviewed and accepted.

2. Discussion of change from an eight-credit Business requirement to a six-credit Business requirement. In order to be equitable with the Health Science tract, the Business department proposed changing the 8-credit requirement to 6 credits. Students will continue to take Computer Applications, Personal Finance, and Business Concepts and Careers, for one credit each. Then they can take Accounting 1 or Marketing 1 (instead of requiring both as in the past.) Then they will take 2 Business electives for a total of 6 Business credits. This was approved by ELT and comes to SPMT for further approval. Students will still be able to choose Accounting 2 or Marketing 2 in order to take the CTE exam. There was some discussion of supporting Capstone with business classes in particular areas. There was discussion of the numbers of sections of classes but this is dependent on many factors. There is also some discussion of increasing the number of technological business electives to make our program more competitive.

The change in the number of required Business credits was approved by consensus.

3. Discussion of the adoption of grade level meetings. There is a proposal for flipping the grade level meetings and the department meetings. Grade level meetings will occur weekly during the school day. Department meetings will occur monthly on the first Monday of the month when we have early dismissal and will last for 90 minutes to 2 hours. SSST is in favor as they will be able to

embed their work into the grade level meetings and actually be able to prevent some problems rather than react to them. Also attendance issues can be discussed. The English department was very positive about the change. There was some discussion of whether the meetings would be unwieldy or unfocused with so many people involved in each grade level. Possibly, the grade levels may be split if scheduling allows. Also, specific protocols will be followed, clear action steps will be taken and products will be created. We will have a full time 12-month employee hired through RISE who will work with Dan Wick and use data to coordinate the grade level meetings. Other protocols such as Atlas are being piloted in BLDT. The Math department had only minor concerns about being able to do what they needed to in the monthly department meetings, as did the science department. But there will be adequate time for vertical teaming and common planning. The History department was positive. The Business department was positive. There is some discussion about the possibility of a freshman cohort. The grade level meetings will also be beneficial for special education students. Resource teachers can meet with teachers in the grade level meetings.

Dr. Brown inquires about the reason for the change to the grade level model. The change is based on our data. Students are not doing well. We have a very high percentage of students getting D's and F's in every discipline and in every grade.

The proposal to shift to grade level meetings during the day and monthly department meetings was approved by consensus.

4. Dr. Parrish's report:

SIP- The BLDT is reviewing and revising the SIP, looking at what we have done and what still needs to be done. There is ongoing training for the administration to "calibrate" their observations of teachers. PLC training continues in BLDT. There are 2 more trauma sessions for the year. On Monday, May 1st, during the district-wide early release day we will be rolling out the "kid-talk" protocol for meetings.

Wednesday, May 3rd is Mr. Ciarcia's birthday. Please note this important event in your calendars!

RISE-Reading and math tutors are in place and already making a difference for our students. After break we expect our science tutor to start. Our Clifford-Beers practitioner, Mr. Colon, has a caseload of 30 students along with his behavior management group and is making a difference in students' behavior. We are still waiting for the teachers' laptops to arrive. About three quarters of the Saturday SAT students had perfect attendance and will receive a calculator! The SAT results should be here in early June. The Career-to-Career summer program for rising juniors and seniors is being planned. Mr. Dimoulas and hopefully our science tutor will be working on planning the program. Advisory

planning in the summer will consist of collecting all of our resources and having them in one easily accessible place (hopefully electronically.) We are also working on the RISE Grant proposal for next year although the funding will not be as much as this year.

End of year-June 26th is the last day and it is a half day. The budget was supposed to be presented at Monday's BOE meeting but it was not. We will have cuts in our operating budget so we will all have to be frugal! We are waiting to hear if there will be money for the AHEAD program. We will be having the credit recovery program for Latin and Computer Applications.

5. Activities committee reminds us to change the bulletin boards and student work in time for report card day and night (4-26 and 4-27.) A plan for Field Day is in the works. Please fill out the form sent by Ms. Robinson with the Club/Advisor/Day and Time of meeting. There is a link to a Google doc in her e-mail. We are thinking about possibly marketing and publicizing clubs more widely.

6. No parent or student input at this time.

7. There was some discussion of teachers having duty in the hallways. A question of whether this is a policy that has to come before SPMT is raised. If administrators see an immediate need for a policy to be instituted they of course may do so. There was a ramping up of disruptive behavior in the hallways with lots of traffic during class time. There was an immediate need to take action. Later there can be a discussion in SPMT if there are concerns or questions. In this case the change was brought to the BLDT who disseminated the information in departments. We will put further discussion on the agenda for the next meeting. There are some questions about logistics and teacher attendance. However, the situation in the hallways is already improving.

8. Decisions: Change from 8 to 6 required Business credits-approved.
Change from department based meetings to grade level meetings-approved.

9. Actions: SPMT reps have discussion about hallway duty in their committees and departments. Bring back any questions/concerns for discussion. Discussion of hallway duty to be scheduled on agenda (15 minutes) for next meeting which is 5/9/17.

Respectfully submitted
W. Decter, M.D.
4/12/17

