**BPT Summer Meeting**

**8/12/19**

Present: Amanda Van Huben, MaryJean McQuilkin, Brian Buckner, Richard Mueller, Christina Falbo, Jackie Lanpher, Tony Guzzetta, Kristin Cocchiara, Sean McCabe, Julie Brennan

1. Review/create agenda for today’s meeting

Falbo reviewed notes from last BPT meeting

1. Set dates for various BPT meetings/tasks throughout the year
2. Discuss district initiatives (Big Rocks) from Admin Retreat
3. Review feedback from surveys (Staff Survey, Senior Parent Survey, Student Survey, School Climate Survey)
4. Dan Milgate/vision for the district for the 19-20 school year
5. Begin to create draft of BPT plan for 19-20
6. Others (water fountains in 300/400 hallway, “Green” test mod forms, PM keys for each staff member, etc.)
7. Dates:
   1. Creation and approval of BPT plan
      1. 8/12: Summer meeting, review plan, survey results, begin draft
      2. 9/9: First BPT meeting, finish draft of plan
      3. 9/23: 2nd BPT meeting, invite DO for feedback on draft, make revisions
      4. 10/1: Present draft to staff during breakout sessions at faculty meeting
      5. 10/7: BPT meeting, revise plan based on feedback of staff
      6. 10/9: Send updated draft to staff via email
      7. 10/16 and 10/17: Voting on plan
      8. 10/23: BPT meeting to review results of vote and any other necessary steps related to plan
   2. BPT visits to Department Meetings
      1. 10/22 and 3/17
         1. Assigned departments for each BPT member
            1. SES: Van Huben
            2. SS: Buckner
            3. Math: Cocchiara
            4. ELA: Brennan
            5. Science: Guzzetta
            6. Business/Health/PE: Falbo
            7. Staff: MJ
            8. Music/World Languages: McCabe
            9. Arts/FACS: Mueller
            10. Counselors: Sullivan
            11. Tech: Lanpher
   3. Faculty meetings focused on professional collaboration (no actual meeting in PAC)
      * 1. 10/15 and 3/24
   4. Faculty meetings focused on discipline/breakout sessions (same groups as last year)
      1. 9/17, 11/19, 2/11, 4/14
      2. Dates for grading/blended learning/Culturally Responsive Education and SE education TBD (combination of faculty meetings/ time during conference days/BPT days (number of days TBD)
   5. Assigned dates for minutes to be completed by each BPT member
8. Discussed big rocks for the district from retreat
   1. Culturally Responsive Education
   2. Social Emotional Learning
   3. Instructional Technology
   4. Blended Learning
9. Analyzed various data from stakeholders and discussed
   1. Senior Parent Survey (86 responses)
      1. Overall very positive data
         1. Very positive concerning relationships students had with staff
            1. Discussed ways to let both staff and students know the positive impact they have on each other
         2. Continued to be some concerns around Senior Project: discussed the great work that Blackwell and Hanson have done over the years in modifying the project to make it as meaningful as possible.
   2. Staff Survey
      1. Most common feedback related to students in hallway/discipline concerns
   3. Student Survey
      1. Discussed feedback on news clubs/classes for students (ASL being the most frequently mentioned)
   4. Climate Survey
      1. Looked at feedback from all sub groups. So much data was overwhelming (but good!).
      2. Biggest overall takeaway was on staff/teacher/parent perspective on relationships/sense of belonging at SHS for students.
      3. Huge area of concern was related to drug use. Discussed vaping in bathrooms and how that makes some students feel unsafe.
10. Dan Milgate met with BPT
    1. Shared theme for the year: focus on gratitude (power of gratitude)
       1. Great discussion of examples of this on a daily basis with our staff and students
    2. Strategic plan and alignment of BPT plans to core values
    3. Discussed other big rocks (above)
11. Began working on draft of BPT plan
    1. “Blew up” format of plan ☺
       1. Two goals instead of three (this just made more sense to BPT in terms of the flow of the plan)
          1. Two goals will still allow use to touch on each of the three strategic objectives and eight core values in a more logical fashion
       2. Started to discuss how goals aligned to feedback/data from stakeholders and started to create action steps for each goal
12. Concluded BPT day by having established our two goals and discussing next steps for when we meet for our first BPT meeting in terms of completing draft and then getting feedback from stakeholders
13. Other discussions that took place throughout the day
    1. New water fountains in 300 and 400 hallway
    2. Universal key (master) for all staff
    3. Collection of test mods forms at end of the school year
    4. ASL club/online class/elective (feedback from student survey)
    5. Idea for signs in student bathrooms related to dangers of vaping/when hall monitors are available have them closer to bathrooms
    6. Attendance: get staff up to speed on what we can and can’t do with attendance/late to school (e.g. when a parent calls in their child late/excused)
    7. School security (how do we make school more secure from an active shooter situation)? Discussed the role of the district safety committee. Some BPT members didn’t know this existed. How do we publicize this more?