

P.S. / I.S. 187

Cynthia Chory

Principal

Nilda Marrero and Robin Edmonds

Assistant Principals

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School Leadership Team Meeting

Wednesday, May 18, 2016

Minutes

Present: Leona Brady-Price, Amanda Burley, Shelley Castro, Tom Canning, Sarah Durham, Robin Edmonds, Isabelle Elton, Alexis Higgins, Marianne Kugler, Nilda Marrero, Melissa Mitchell, Jennifer Rose, Hope Traficanti, Lori Uysal

Review and approval of minutes

The SLT Chair Lori Uysal called the meeting to order and the minutes of the April SLT meeting were reviewed and approved.

Budget

- Ms. Chory stated that the budget for the new school year is not final; however it is known that teachers' salaries will increased by approximately \$1,400 per teacher. This will require an additional \$80,000 from the school budget.
- According to the DOE, all schools will reach 87 percent of Fair Student Funding in the new school year; this will be offset by the increase in teachers' salaries.

Vote on updated by-laws

- Updated by-laws, including the new Mission/Vision statement, were sent to all members in advance of this meeting.
- With an amendment to include headings for the new Mission and Vision statements, SLT members approved the new by-laws.

Comprehensive Education Plan (CEP) goals

- The CEP sub-committee had revised the school's CEP goals. SLT members reviewed the new goals and made suggestions for amendments. In June, SLT members would need to sign off of the goals for the 2016-2017 school year.

Communication survey update

- A communication survey was sent to parents in April; more than 80 percent of survey responses came from elementary school families.
- The most notable finding was that over 70 percent of responders did not know about or utilize the Tuesday morning meeting time with teachers; SLT members suggested providing information about the Tuesday meeting time in September orientation materials.
- The majority of parents stated they prefer to communicate with teachers via email; 6 percent prefer the 'Remind' texting app. The possibility of using Remind app for communication among parents in each grade as well was suggested.
- The majority of parents indicated their teacher's preference is to use Engrade for communication.
- Members suggested streamlining the modes of communication (i.e. three ways) and setting boundaries to manage parents' expectations about response time (e.g. within 24 hours).
- Regarding IEP/special needs communication, the 20 percent of parents who responded to this question overwhelmingly indicated a preference to communicate directly with services providers (followed by homeroom/classroom teachers).

Year-end wrap up

- In line with the new Mission/Vision statement, many discussions by the SLT in this school year will continue in the new school year. SLT members suggested compiling an action list based on the Mission/Vision statement.
- It was also suggested to compile a master a list of education projects undertaken during the school year. A student handbook including grade-specific education projects and aspects of the school day is currently in development; the handbook will be placed on the school's web site.
- A significant area of parent concern is the rigorous nature of the kindergarten curriculum. The school needs to communicate that the kindergarten curriculum is more than just worksheets; suggestions included a kindergarten parent newsletter.

Next meeting – June 1