

Cynthia Chory
Principal

Nilda Marrero and Robin Edmonds, Assistant Principals

School Leadership Team Meeting

Wednesday, September 16, 2015

Minutes

Present: Leola Brady-Price, Amanda Burley, Tom Canning, Shelley Castro, Cynthia Chory, Sarah Durham, Isabel Elton, Alexis Higgins, Marianne Kugler, Jessica 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 June SLT meeting were reviewed and approved.

Welcome

New SLT members (teachers, parents and PTA president) were welcomed to the SLT; Lori Uysal presented an overview of the SLT for new members.

Election (Secretary/Chairperson/Timekeeper)

- Lori Uysal and Sarah Durham were nominated as SLT Co-Chairpersons; Hope Traficanti was nominated as Recording Secretary; and Tom Canning was nominated as Timekeeper. All nominees were confirmed by SLT members.

Budget

- Ms. Chory presented the school budget breakdown for the 2015-2016 school year and compared the budget items and amounts to last year; a complete budget breakdown is available online.
- Ms. Chory provided the SLT members with clarification regarding the budget items and amounts; funding for the school year is tight and the school lacks funding for maintaining class sizes under 30 and intervention teachers.
- Ms. Chory will pursue No Child Left Behind funding in order to restore the intervention teacher, particularly for 3rd grade.
- The 187 Intermediate School (IS) population would qualify for Title 1 funding (over \$200,000) if just 80 more children qualified for free lunch; however many IS families do not return lunch forms. We need to do a better job communicating to the entire school community how important it is to accurately fill out and return the lunch forms.
- Hope Traficanti suggested that the school can obtain paper and other supplies free of charge through the NYC Materials for the Arts program (<http://www.nyc.gov/html/dcla/mfta/html/recipients/recipients.shtml>).

Comprehensive Education Plan (CEP) Revisions

- The CEP sub-committee will continue in 2015-2016 with Ms. Chory, Ms. Brady-Price, Ms. Burley, Lori Uysal and Sarah Durham.
- The DOE provided feedback that specific, measurable, attainable, realistic and timebound (SMART) goals in this year's CEP required streamlining. All descriptive information should be included in the action plan section; the wording of goals is being refined in line with this feedback.
- Interdisciplinary units are now part of the action plan; "evidenced by" has been added to each goal to ensure accountability. "Critical thinking" has been defined across ages and content areas.
- All students will participate in Lions Quest curriculum; all staff will participate in common planning.
- Parent-teacher communication will be a main goal of this year's CEP.
- SLT members will review the CEP and provide feedback to the sub-committee; revisions are due mid-October.
- All members will be required to sign the CEP before submission.

Other business

- Ms. Chory reiterated that the SLT works through productive sub-committees with clear missions and the representation of parents, teachers and administrators; outputs are shared at general meetings.
- Parents and service providers can provide inputs and feedback to SLT members for discussion at meetings; potential SLT agenda items (and questions) can be addressed to the SLT Chairpersons.
- All SLT decisions need to be focused on the CEP.
- Individual student issues can be resolved by meeting with teachers; parents should communicate directly with teachers regarding questions and concerns (e.g. homework time).
- The new parent handbook will stress the importance of two-way communication with teachers; email and scheduled meetings are the most productive ways to communicate (and Engrade for IS students).
- A list of teachers' email addresses will be included on the school web site; parents should also attend PTA meetings.

Next meeting – October 21