

Manhattan School for Children PS 333
School Leadership Team – September 2016 Meeting
Wednesday, 10-05-16, 3:15-4:45pm in Room 519

Name	Representation
Claire Lowenstein	Principal
Brad Rothschild	Co-PA President
Stephanie Douglas	UFT Representative
Nicki Peters	Teacher
Jessica Han	Teacher
Elizabeth Rivera	Teacher
Susan Gargiulo	Parent Rep (6 – 8 th grades)
Kavita Singh Gilchrist	Parent Rep (All grades)
Aurelis Figueroa	Parent Rep (K – 2 nd grades)
Liz McGrath	Parent Rep (3-5 th grades)
Ryall Carroll	Observer
Maxine Witherspoon	Parent Coordinator/ Observer

1. Welcome and Introductions
 - A. Welcomed Liz McGrath, the newest member of the SLT
2. PA's Report
 - A. Caring Community: created a campaign called "Kindness is Cool" to remind community to be mindful, especially when using the elevators
 - B. Discussion of possible ways to create more awareness around dismissal and elevator usage to make more people aware and sensitive of class needs
 - C. Last year, PA discussed having parents "police" each other rather than having teachers ensure proper elevator use
 - D. Meeting with class parents tomorrow, Thursday, 10/06/16
3. Old Business
 - A. Talked about SLT visibility in the school; since then, put out a FAQ handout for curriculum night to the school
 - B. Last meeting, the SLT discussed revising the bylaws to create a new breakdown: K-2, 3-5, 6-8, and 1 at-large parent representative
 - a. SLT voted on the revision with a unanimous agreement to change the bylaws; Claire, Stephanie, and Brad signed the amendment (principal, PA, and UFT Chapter Leader)
 - C. Professional Development opportunity for SLT on Tuesday, October 25, 2016 from 5:30-7:30pm
 - D. Middle School informational event coming up in October: Open House on Wednesday, October 19th 6-8pm
 - a. SLT brainstormed ways to make the open house more engaging; important for Claire, Michelle, and teachers to speak and have a Q&A

- b. The introductory meeting in the auditorium will focus on logistics of applying to the middle school, then parents go upstairs to visit rooms
 - c. Teachers and kids give an introduction and then time for a Q&A and have three groups start at a specific grade and then rotate
 - d. Chat with Claire was originally planned for the afternoon, so it was moved to the November “chat” for the morning, where student representation will be present to speak with families
 - E. First Friday Field Trip Planning: For new members to the group, we asked for some clarification about how the First Friday Field Trips came about and what the purpose was, and what the logistical planning is
 - a. Due to the loss of the half day Fridays last year, the idea was to institute something that was modeled after that, to teach kids that learning is everywhere, to keep kids moving throughout the school day, and to encourage parent participation
 - b. Discussion of logistical challenges for First Friday Field Trips, especially regarding students with special needs and services; Kavita Singh can be reached for any logistical support to schedule trips for this month
 - c. This issue will be revisited next month after the first “First Friday Field Trip”
4. New Business
- A. Comprehensive Educational Plan (CEP) Review of Section 5: Needs Assessment, Annual Goals, and Action Plans
 - a. Next month, Tatiana will join us for a budget overview
 - b. The CEP was reviewed at the end of the last school year and again updated this year to include the test data from last year’s state tests
 - c. SLT members read and reviewed Section 5
 - d. Section 5A: Suggestion to breakdown the 60% for levels 3 and 4 to specific percentages for level 3 (at grade level) and for level 4 (above grade level)
 - e. Section 5B: revise “3R’s of Teacher Language” to be specific
 - f. Discussion of possible Responsive Classroom “training” or “refresher” for both parents and teachers together
 - g. Section 5C: revise and quantify “fairly new” when describing the 19% and 15% of new teachers; change 75% to 80% in Part 5 (Progress Monitoring)
 - h. Section 5E: include participation percent of family surveys (77%); also, discussion of using online platform for signing up for conferences school-wide
5. SLT Events
- A. Partnership Mixer: a mixer that invites representatives from different partners (ex: TCRWP, RTS, etc.)

- a. Discussion of when to hold this event for this year; should be done by November; possibility of holding it during the evening session of family conferences
6. Meeting Wrap-Up: Next meeting set for November 9, 2016