

**Manhattan School for Children: PS 333**  
**School Leadership Team**  
**Wednesday, 4-11-2018**  
**3:15-5:00 pm Room 519**

<b>Name</b>	<b>Representation</b>
Claire Lowenstein	Principal
Abbey Nova/Maura Duffy	PTA
Raphael Tomkin	UFT Representative
Lynn Parr	Teacher
Stephanie Bush	Teacher
Hilary Kaden	Teacher
Erin Moughon-Smith	Teacher
Liz McGrath	Parent Rep (3-5 <sup>th</sup> grades)
Kate Liebman	Parent Rep (6-8th grades)
Kay Cohen	Parent Rep (All grades)
Shawn Chin-Chance	Parent (K-2)

1. Welcome/Time Sheets

2. Principal's Report

A. Testing has begun! It is 2 days this year and un-timed.

B. Construction Update

1. Behind schedule. Completion 1/2020

2. Working to get yard back for student use

C. Teacher Hires

1. Requesting parents and staff to join hiring team. It is best to include all constituencies: SLT, PTA, IDC, Teachers, etc)

2. Music teacher will now be included in MSC payroll, so will interview music teachers

3. DOE Open Hire opens for all on 4/15 (online application system)

4. Needs include at least 2 teachers, as of now

5. Hope to get all new hires by end of June (while team is available for interviews)

3. PA Report

A. Auction fundraising and attendance is on a downward trend. Discussions have begun with Auction Committee and PTA on how to reverse this trend for next year and beyond.

B. Upstander Fundraiser: Cocktail Party to be determined

4. Old Business

A. Terms of SLT/By Laws: Parent members met to discuss and reword new bylaws addressing the composition and terms. Will be ready for vote next meeting. Also discussed adding/incorporating discipline to goals on CEP

B. Teachers met to plan for staff meeting regarding CEP

5. New Business

A. Discussion about PS 191 sending letters to current second grade families encouraging families to move 2nd graders to new 3rd grade G & T program. It was suggested that Claire or PTA write a letter to families explaining the letter, providing guidance and what it means for MSC. Maura and Kay will write the letter together.

B. Claire will look into using iPlan with SLT members

5. Agenda Setting for next SLT

A. Approval of Minutes

B. Bylaws vote

C. Plan Staff Meeting/Parents work on CEP Goals 2 & 5

D. **Next Meeting: May 2, 2018**