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**Ms. Heather Benson, Principal**

**Dr. Janine Chatterton Mrs. Danielle Tweedy Mr. Kalosh Dalipi Mr. Peter Cantalupo**

**Asst. Principal, Annex Asst. Principal Asst. Principal Asst. Principal**

**School Leadership Team Minutes**

**October 10, 2019**

**2:45 PM – 5:45 PM**

1. Call to Order:
   * Members, please sign in.
   * In attendance: Michelle, Ms. Widom, Mrs. Benson, Ms. Webb, Ms. Russo, Ms. Hammer, Ms. Bibiloni, Ignacio, Mary, Hilda, Maria, Angelina, and Luzette.
2. Reading and Approval of September 26, 2019, Meeting Minutes
   * Ms. Bibiloni, SLT Secretary

3. Introduce New Members: Ms. Hammer is the newly elected teacher member.

1. New Business:

* Signature Page
* CEP Goals and Action Plan: We reviewed and made minor grammatical edits to the CEP goals. All new SLT members will receive access to the CEP goals.

-ELA: Data team is working on correlating effectiveness of last year’s Early Bird program with those students’ ELA scores. Not sure if there will be funding for Early Bird this year. Lexia is being used. Teacher PLC periods. Literacy Coaches (we have 3). Teacher’s College PD.

-Math: Metamorphosis PD, Math coach

-Attendance: Teacher’s are calling home if children are absent.

\*Guidance councilors are reaching out to parents if longer absence occurs.

\*Attendance awards are being given each month and kept in students’ leadership binders.

\*Attendance will be brought up at the next PA meeting (10/29-3pm), as will CEP goals.

\*Mrs. Benson has written her monthly newsletter largely about attendance. Luzette suggested adding bullets with action steps being taken by the school AND steps parents can take to help. Mary can remind parents to check their child’s folder for the CEP goals on What’s App. We can have a tear off at the bottom and the classes that return the most slips get a reward. Ms. Hammer and Ignacio volunteered to count slips.

\*We can also post the CEP goals and action steps on the ps14celebrations instagram.

\*Classes have been awarded “golden ticket” tiger tokens for whole class 100% attendance.

\*An attendance banner outside of the school. (Parents will look into digital signage for the front of the school so we can move the sign boxes to the other entraces)

* Review Bylaws: No changes have been made except for number of members.
* Yard Space Transformation: Construction will begin on the garden soon. Senator Ramos has pledged the rest of the funding for the project. It will be more of a community space.

1. Creation of Agenda for Next Meeting- November 7th

\*More school events

\*Attendance update

\*Navigating iPlan Portal

\*Hydroponics lab tour/Garden plan (we will meet in room 373).

1. Adjournment
2. Executive Session