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**Ms. Heather Benson, Principal**

**Dr. Janine Chatterton Mr. Kalosh Dalipi Mr. Peter Cantalupo**

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

**School Leadership Team Meeting Agenda**

**September 20, 2020**

**3:00 – 6:00 PM**

1. Call to Order:
	* Members will confirm attendance: Mary Rueda, Carlos, Luzzette Ramirez, Ignacio Lopez,

Maria Perez, Ms. Widom, Ms. Russo, Mrs. Benson, Ms. Hammer, Ms. Bibiloni, Ms. Webb

1. Reading and Approval of July 9, 2020, Meeting Minutes
	* Ms. Bibiloni, SLT Secretary
2. New Business:
* Safety:

Mary- What if someone gets sick? What happens? Mrs. Benson: When this happens, Mrs. Benson reports it to the Department of Health Situation Room. Then they let her know if the sick person in question has tested positive for COVID or not. We have an isolation room for suspected cases of COVID.

* Parent Feedback on Model and Questions:

Russo: Everyone is trying their best to get online and on Dojo. We need other methods of communication. Maybe a banner outside. Mrs. Benson: Info is posted on the info boards outside of the school. Carlos suggested putting QR codes on a banner. Mrs. Benson: Gave out the tech center helpdesk number. Mrs. Benson suggested a large banner. Ms. Russo will help with the banner content.

Luzzette: Can all classes have remote schedules that are easy to follow for kids and parents? Can teachers break the schedule down each day? Mrs. Benson: Will look into her specific case. Bibiloni: Repetition and screen sharing of where the schedule is located by the teacher for the first few months will lead to student independence later.

* Per Session to Service Mandated Students

Mrs. Benson: The state is more flexible this year as far as meeting mandates as long as we are coming close to meeting the time mandates. ESL teachers will get per session in order to cover those mandates during preps and lunch periods.

Ms. Russo is servicing 3 classes during their lunch periods.

* Garden Grant:

We have received correspondence from Arlene Dominguez. We need to follow up.

* School Food Pantry/Food Drive:

We are connected with Allison, the community coordinator from P.S. 19. She provided us the info for getting a grant from City Harvest (still pending) and clothes for our families. We would like to have a food drive among staff for our families. The goal is having a “little free pantry” is an idea.

* SBO discussion for “Office Hours” to be remote only:

The only issue is dismissal. People cannot finish dismissing by 2:05. There may be issues of equanimity. This will be spoken about further and revisited. \*The extra hours we have to put in once a month for remote faculty meetings can be scheduled as remote.

* Change in PA Leadership- Upcoming election Transitioning to 1 president, 1secretary, 1 treasurer. Next PA meeting is Tuesday the 27th of Oct.
* Review CEP Goals: We will revisit.
* SLT Member Nomination and Vote: We can nominate as soon as Election Buddy is up and running. Hopefully before next meeting. We possibly need to vote for one more parent member.
* SLT Dates: Widom will email them. Next meeting is Thurs. Oct. 29th. At 3pm.
* Parent Q&A:

Carlos- What will happen if the city goes fully remote? Mrs. Benson say that we are prepared with continuous virtual learning that mirrors what students have been doing in school.

Mary- What if a parent wants to switch their student to remote? Mrs. Benson: They should fill out the DOE link to switch to remote and email their child’s teacher.

Mary- Do kids use the school wifi when they are in school. Mrs. Benson: Yes, but we still need to find low cost internet for our families who need it.

Carlos: How does the 3 teacher setup work? Kids are getting kicked off of DOE Google Classroom and they can’t get back in. Ms. Widom: There is a posted schedule with times that students can follow. The schedule for her class changed since last week. His child should be used to it by the end of the week.

Ignacio: How will PA meetings be conducted? Mrs. Benson: There is a Zoom link that has already been created.

Ignacio: Parents are saying that their children are having difficulties logging in and getting kicked off of Meets and Google Classroom. Mrs. Benson: Families are learning a new way of using these technologies. Students are going online to listen to a lesson and told to log off and meet back in 30 min (for ex.). This limits screen time so students aren’t online all day long, but still engage with their teachers.

Maria: How can students who are remote get meals from school? Mrs. Benson: You can pick up a meal for your child at the entrance where the cars are parked at 108th St. Students should still have a lunch period at home.

Maria: When can K students get their portfolios? She came looking for it and they didn’t have it. Mrs. Benson: We will let you know when we find it.

1. Creation of Agenda for Next Meeting

• Review bylaws

• Review CEP goals

• PA reorganization update

• Garden update

• Parent safety concerns

1. Adjournment
2. Executive Session