**PS 24 PA General Meeting**

**January 18, 2017**

**Meeting called to order**: 7:45 pm by D. Salanto

**Motion to approve minutes:**

* R Heisler moved to approve
* E. Straus seconded
* Vote: all in favor: yes, no abstentions, no objections

**Financial Report: N. Levinson**

* Fundraisers:
  + Candy and gifts brought in $6,000
  + Photos brought in $10,000
  + Spiritwear: the negative amount is for unsold inventory
  + Springfest: the negative amount there was for late reimbursements and refund of double ticket sales
  + Boo Bash: made close to $19,000, the largest amount in a long time
  + Holiday Fair: a few more receipts are still coming in, total raised will likely be $3,000
  + Received $100 donation from a local dentist for donating candy to the troops
  + TA Appeal: up to $16,000 in contributions but we need more
* Enrichment: Mini grants are coming
  + PA is arranging meetings with grade leaders to inform them of the funds and find out how they’d like to use that money
* TA Program:
  + One payment of $10,000 was made to pay the TAs
* Toner is being accounted for separately
* We purchased a new refrigerator for the 2nd floor teachers lounge with some of the extra funds we had on hand
* We also tracked down the source of recurring fees to old credit card processing equipment that we no longer used; cancelling these services is saving $100 per month

**Principals Report: S Schwartz**

* Grading policy: In collaboration with SLT and staff, developed school-wide grading policy to ensure clarity around what a grade means, provide equality between classes, and make promotional criteria clear
  + Not dependent on only just state tests, classroom work, or homework, but instead reflects a student’s overall responsibility
  + It is meant to be a living document, please email with questions
* Lack of administrators in the building: M. Verde on leave until at least Feb. 1; L. O’Rafferty is officially retiring Feb 1
  + 2 ATR administrators are available from the District; one, Phillip Scharper was a former principal at PS 24 and not a good fit
  + M. Verde on leave as of Dec. 14 until at least Feb. 1
  + There is some support from other administrators in the building
* Finished last professional learning cycle around feedback, including children giving each other feedback.
* Had two-day “learning walk” on engaging students in learning; evaluating whether or not we are we intellectually challenging them?
  + On a “learning walk,” we go into different classrooms, taking inferences and looking at the school to see what works. We bring teachers, coaches, support staff, and the instructional cabinet of 9-10 people
* We decided that there is a lack of enrichment so that is what we will work on in our next professional learning cycle. Teachers will work on how to use critical thinking, creative thinking, etc., i.e. having students suggest steps to solve problems themselves, rather than modeling how to solve problems
  + We are looking at lessons and lesson plans to find examples of rigor and engagement, and will look at how to enrich all students based on their needs
* Principal Practice Observation (PPO): I asked a former district superintendent that I know well to do mock PPO with me and we received the same feedback as on the learning walk: children know what they have to do but not why.
* I also asked teachers to do an anonymous mock environment survey to measure school culture. I will share results with parents and staff, celebrate successes, and see where we need to continue to improve
* Feb. test prep program:
  + Requesting money from the central office for a Feb. break test prep program, but we still owe a lot of money to central
* Budget concerns:
  + Emergency staff meeting tomorrow to discuss situation
  + School owes a little over $100,000 to DoE due to overestimating headcount last year (~950 students vs. estimate of ~1,060)
  + We either have to let go of one teacher or loose programs, supplies, per diems, etc.
  + Already taken out one loan
  + We are technically only entitled to six cluster teachers but we have 12 currently (based on covering classroom teacher prep periods)
  + Had scheduled money originally for teachers to earn overtime to work test prep program for kids with lower state test scores over the February vacation
  + Avg. teacher salary is ~$88,000
  + Feb. test prep program budget is ~$20,000
    - Projecting 150 students w/ 10 teachers at $45 per hr x 3 hours x 7 sessions, = 1100 per teacher; S. Schwartz to pick teachers
  + Policy is last in, first out re: staff, doesn’t want to loose the last teacher in

**C30 Update: D. Salanto**

* + Process is underway
  + Position was originally posted Nov. 1 and reposted in Dec.
  + Level 1 interviews will be on Jan. 25, requirements are met
  + Hiring manager selects 3-5 candidates for Level 1 interviews; level 1 interviews include the School Leadership Team (SLT)
  + Then level 2 interviews conducted by District Supt.
  + We will probably know by March who will be appointed

**Yearbook and Sounding Board: M. Gauss**

* Send pictures in; volunteers needed to write
* Sounding Board out first week of March

**E-blasting / backpacking flyers: L. Moukas and D. Salanto**

* S. Schwartz: no more backpacking flyers from community organizations because important messages to parents get lost
* There have been some requests for eBlasting that info
* Discussion around charging a fee for inclusion in e-blasts
* Idea to post on website under headline “click here for community information”

**Valentine’s Day Fundraiser: L. Moukas and D. Salanto**

* $5 -$ 10 dollar items for children to buy over two days around Valentine’s Day

**Raffle for Candy Sale gift box prize: D. Salanto**

* Winner was selected: Zayas Ariana

**Meeting Adjourned:** 8:45 pm