

SLT Minutes
Wednesday, January 4, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, Erika Drew, Marie Edesess, Eileen Fallon, Ali Hodin-Baier, Mim Ingvarson, Giuliana Reitzfeld, Dempsey Rice, Rachel Meltzer, Nicole Pringle, Giselle DeGazon and Laura Scott

Guests: Jason Foreman, Gabriel Feldberg, Dana Roth, Carly Jackson, Alisa Kozie and Shia Levitt.

(1) Call to order: Heidi Bookman called the meeting to order at 7:40am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) Water/lead update:

- Asst. Principal Feldberg did a walk through of the school, inspecting for problematic sites; they are mostly seeing the least-used sinks with higher levels of lead.
- Upper limit is 15 ppb for lead; anything with higher levels is considered problematic and those faucets/spigots have been taken out of use.
- School administration is having a meeting with custodian tomorrow to discuss issues.
- There is not yet a report for K280.

(4) Parent-Teacher meetings:

- There is a proposal to move the first conference to a later date, since parents have Tuesday hours as an option to meet earlier and it would give the teachers more time to assess the students.
- Such a change requires an SBO (School Based Option): requires a vote (by the teachers) to modify their contracts.
- Any calendar change would also require a vote by the parents.
- If the conferences were pushed back, it would make sense to move report cards back as well, so that they coincide with the conferences; this is a possibility (at least one other school in district 15 does it).
- It was also proposed to put together communication that explains to parents about the differences between the Kindergarten and 1st-grade grading rubrics.
- If teachers can handle it, a suggestion was made to supplement standardized grades with more qualitative, developmentally appropriate assessments; this is a possibility based on City DOE rules.
- The delaying of the initial conference, and the delaying of report cards, will be revisited.

(5) Building security for Parents as Learning Partners:

- The concern: it takes a long time to monitor everyone entering the building, and the staff cannot easily/readily recognize everyone.
- Suggestions:
 - have everyone sign in;
 - have parents enter with their children (and have parents wait in the hallway while teachers get set up);
 - alternate months for different grades to minimize the number of parents entering the building at once;
 - send home “tickets”, which are required (along with ID) to get in
- It was decided to try the “ticket” approach this coming Friday, along with communication about why it is being done.

(6) Budget:

- No updates.

(7) Title I:

- 80 replies received for the survey on family engagement workshops.
- The winning option: a workshop on talking about race/justice with your children.
- 2nd place: Family science night.
- 3rd place: Family Math night.
- 4th place: Mindfulness workshop.
- It’s possible to hold more than one, depending on costs (there is a remaining budget of about \$4,000 - \$5,000).
- There were write-in requests for a “positive parenting” workshop, a cooking workshop.
- The diversity committee and administration will work on scheduling the race/justice workshop.

(8) K280:

- No concerns.
- Nicole will reiterate to the staff that she is sitting on SLT.
- Giselle is now a parent representative and Nicole a staff representative.

(9) Meeting adjourned at 8:20am.

SLT Minutes
Wednesday, January 18, 2017 - 7:35 a.m.
School Library

Members: Heidi Bookman, RoseAnn Ciarlante, Gloria Chico-Perez, Giselle Degazon, Erica Drew, Marie Edesess, Eileen Fallon, Ali Hodin-Baier, Mim Ingvarson, Giuliana Reitzfeld, Dempsey Rice, Rachel Meltzer, Nicole Pringle and Laura Scott

Guests: Gabriel Feldberg, Dana Roth, Carly Jackson, Shia Levitt and Lara Dicus.

(1) Call to order: Dempsey Rice called the meeting to order at 7:40am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) Update on Councilman Menchaca's visit to PS10 to address issues related to changes in Federal immigration policy:

- Marie is in touch with his office;
- They are excited to come and are planning to come on the 1st of Feb;
- SLT should be prepared when he visits; a suggestion was made to set up a subgroup to meet beforehand and prepare an agenda; meeting times for this subgroup will be circulated shortly;
- Questions posed: Should he visit the PTA? Should it be a District-15-wide event?
- Principal Scott said she would reach out to those who might be directly affected by Federal immigration policy changes to solicit specific concerns.

(4) Update on security for First-Friday's:

- The last Friday went very well, with the new "ticket" protocol;
- Admission of parents went faster, with few/no complaints;
- It was decided to continue with the "ticket" protocol, making sure to put them in the teachers' mailboxes early in morning moving forward;
- It was noted that passes are different colors every time, to prevent entrants from picking up/using an older "ticket".

(5) Budget update:

- Saturday school is starting soon to prepare for testing;
- It still needs to be decided whether or not Math and ELA will be tutored together or on separate days;
- Particular students are invited to attend, and it is also open to any students who want to attend voluntarily.

(6) Title I Parent Engagement:

- Dempsey reached out to the Growth Mindset workshop organizers and found out that a 90 min. workshop is available for \$350; it needs to be held in a classroom as they need to Smart Boards;
- Administration will follow up about staffing a Family Science Night;
- It was also discussed that a workshop on "How to Talk to Your Child About Race" will be scheduled; the Diversity Committee is investigating vendors and price ranges and the administration is working on scheduling it.

(7) K280:

- A couple of concerns from the teachers were shared and Principle Scott responded; this information will be relayed back to the teachers.

(8) Review of SLT By-Laws

- A recent ruling says that SLT gatherings are subject to public meeting laws, i.e. open door, press can attend;
- Since there are new rules around this "open door" policy, SLT might want to consider more seriously how it recognizes guests, where the press would sit should they attend, etc.;
- Ali will read through the SLT by-laws and provide feedback for the next meeting;
- Going forward, all minutes will be clearly labeled "draft" and "final."

(9) Miscellaneous:

- Question was raised as to whether or not anyone is planning to attend the capital plan meeting for District 15?; Principal Scott and RoseAnn agreed that they would attend;
- Education Council Consortium (which oversees CECs) made a resolution yesterday in reaction to Betsy DeVos' nomination/confirmation
 - it was decided that the message was too political to send via school communication, but could be distributed more informally/personally through social media
 - Asst. Principal Feldberg will look into this question more and get back to RoseAnn about what is an appropriate action on the part of PS10.

(10) Meeting adjourned at 8:13am.

SLT Minutes
Wednesday, February 1, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, RoseAnn Ciarlante, Gloria Chico-Perez, Giselle Degazon, Erika Drew, Marie Edesess, Eileen Fallon, Mim Ingvarson, Giuliana Reitzfeld, Rachel Meltzer, and Laura Scott

Guests: Jason Foreman, Gabriel Feldberg, Dana Roth, Carly Jackson, Alison Koziel and Lara Dicus.

(1) Call to order: Heidi Bookman called the meeting to order at 7:40am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) Professional Development for SLT team:

- It covers how Title I can enhance the school's community and performance;
- Someone should attend this event; Lara Dicus agreed to go.

(4) Diversity initiative:

- District 15 diversity committee wanted PS10 to present about what it is doing around diversity; Principal Scott went and presented;
- Principal Scott shared materials representing what PS10 has been doing, which is to seamlessly integrate diversity awareness into the curriculum;
- Going forward, every grade will present what they're doing around diversity.

(5) Title I:

- The administration and Diversity Committee are working together to figure out the vendor for the "How to Talk to our Child About Race" workshop (first place choice in Title I survey)
- Both science teachers are on board with the Family Science Night (they requested separate upper- and lower- grades events) and budget is being worked out;
- Administration is following up with math teachers about Family Math Night.

(6) Valentine's Day/February 14th event:

- Theme: to show love for PS10 (organized by teacher's union);
- 5th grade bake sale/flower sale is already organized;
- Ideas for activities:
 - video montage of why kids, teachers and staff love PS10; school needs a volunteer to make the video;
 - have music and signs with messages about love for PS10;
 - dance party in the courtyard;

- wall of post-it's where kids can post messages (Mim will help with this);
- have everyone wear PS10 t-shirts;
- It was suggested to coordinate with Read-a-thon decorations and to make sure to include K280 in the celebration.

(7) Visit from Councilman Menchaca:

- He would like to come on the 15th of February (a representative will definitely come—Julian Morales; the Councilman might come)
- Julian wants a pre-meeting prior to the visit; Marie and Asst. Principal Feldberg agreed to go and meet with him;
- Asst. Principal Feldberg will also represent the diversity committee as their liaison.

(8) K280:

- Marie met with parents to organize their own teacher feast, and there was a good reception;
- Bathroom situation: the regular bathrooms have been closed, and temporary bathrooms are a long walk from the classrooms; as a response, first floor bathrooms have been divided to serve kids and adults (there is not an update yet on how this is working out);
- Para-professionals:
 - funding is needed to support them (a budget review has been initiated);
 - school is in need of full-time para's (and they need to be certified);
 - questions were raised about how the school can help para substitutes to be more aware of requirements and processes for certification;
 - it was suggested to bring in a para representative to talk to the para substitutes.

(9) SLT By-Laws:

- A recent ruling by a Judge that said that SLTs are to be governed by New York state public meeting law;
- This ruling brings up new rules that may not have been explicit before; SLT might want to change some practices in response to it;
- For example, how to manage guests, the press, and executive sessions should perhaps be reflected in the by-laws;
- It is possible that the SLT could just make an addendum (i.e. without an actual change to the bylaws);
- It was decided by SLT membership to review the by-laws to see what might be changed.

(10) Saturday School:

- It has been officially arranged and is open to any student who is interested;
- ELA sessions: March 4, 1, 18, 25;
- Math sessions: April 1, 22, 29;

-The administration is looking into the departmentalized model currently being done at 154.

(11) Student register:

- It hasn't shifted and still remains at 923 students;
- It was noted that PS10 might make up some money from special education weights;
- The administration is still waiting for an answer from Central DOE about funding for afterschool.

(12) Miscellaneous:

- Diversity committee wants to be on the agenda for 3/1.

(13) Meeting adjourned at 8:20am.

SLT Minutes
Wednesday, February 15, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, RoseAnn Ciarlante, Erika Drew, Marie Edesess, Eileen Fallon, Ali Hodin-Baier, Mim Ingvarson, Giuliana Reitzfeld, Rachel Meltzer, Dempsey Rice, and Laura Scott

Guests: Jason Foreman, Gabriel Feldberg, Dana Roth, Alison Koziel, Lara Dicus, Erika Ljungkvist, Shia Levitt, Julian Morales, and Ivan Garcia.

(1) Call to order: Dempsey Rice called the meeting to order at 7:40am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) Introductions of the guests (visiting from Councilman Menchaca's office):

- Morales works on participatory budgeting; he is the director of organizing;
- Ivan Garcia is the special projects coordinator;
- The councilman's office has been very active recently, since the election

(4) Reports from Menchaca's office:

- There are a lot of events happening (all over) and their office is figuring out how to get information out: they will be putting calendars together and centralizing information;
- Their office is putting together a one-pager on "know your rights";
- They offer an example of actions being taken at PS 215, in response to the recent immigration orders: the PTA is working to make signs and getting word out that the school stands with affected individuals (i.e. "Refugees welcome here");
- A suggestion was made to make and post banners with phone numbers and information for families and individuals who might have questions or need support.

-Q: How can the school respond if customs officers come asking for information about students?

-A: School safety officers should talk with the customs officer and talk with the principal, who is encouraged to get in touch with DOE school counsel (the principal doesn't have to turn over info, but instead should hand it to the general counsel)

-Q: How should principals support families that come to them for help?

-A: They should refer families to local organizations that work with immigrant families; the councilmember will share information about organizations who can help (in the district and citywide; that speak multiple languages); for example, ATLAS DIY (they work with youth in Sunset Park).

-Q: What practices encourage the most vulnerable people to actually attend the events?

-A: Partnering with organizations that these individuals/families can trust; providing translated materials; publicizing the event through word of mouth and through community spaces (i.e. churches, Center for Family Life);

-Q: How can individual teachers/parents/kids can get involved?

-A: Use social media to stand in solidarity, go to events and community marches, donate to local organizations; get involved with 'Get Organized BK', organized by Brad Lander's office; volunteer with councilmember's office.

-A suggestion was made to Menchaca's office: to send a package of information to school PTAs and principals;

-Next steps: follow up about a joint event with other local schools, possibly hosted at Bishop Ford; Menchaca's office will have a better idea, by the end of week, about whether or not they can do the event and when they will have information/packages disseminated.

(5) Upcoming workshop:

-3/23 @ 6pm-8pm: "How to Talk to Your Children About Race."

(6) K280:

-Bathroom issue raised; it needs to be resolved by the administration and Principal Scott will follow-up.

(13) Meeting adjourned at 8:20am.

SLT Minutes
Wednesday, March 1, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, Gloria Chico-Perez, Giselle Degazon, Erika Drew, Marie Edesess, Eileen Fallon, Ali Hodin-Baier, Giuliana Reitzfeld, Dempsey Rice, and Rachel Meltzer.

Guests: Gabriel Feldberg, Dana Roth, Carly Jackson, Alison Koziel, Rohi Pandya and Lara Dicus.

(1) Call to order: Heidi Bookman called the meeting to order at 7:40am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) Diversity Committee Update:

- “How to talk about race” workshop is coming up, and it is highly subscribed;
- The event has been opened up to other diversity committees, if there’s room
- Diversity project banners will be put back out on the fence soon; this initiative might become a district-15-wide one;
- The Diversity Committee has applied for \$35k from Open Society Institute (if they get it, the money will be earmarked for diversity activities and for professional development for teachers);
- Other ideas to publicize diversity stories: hang diversity posters in the auditorium, make a video of parents and put in lobby;
- BRIC radio interviewed parents involved in project and that can be shared soon;
- The administration needs an invoice for the diversity workshop so they can confirm that the vendor is contracted.

(4) SLT By-Laws Review:

- Most items in the by-laws are not flexible
- Ali is reviewing the initial edits she made; she mostly moved sections around, with a few text edits;
- Suggestions for new SLT protocol, in response to the updated by-laws:
 - The school administration needs to set up protocol to get the SLT meeting schedule (and revisions to it) posted to website (for both the PS10 and district-wide schedule); Principal Scott should officially take the lead on this (since she is officially part of the SLT body) and Ali will add language to the bylaws to reflect this.
 - Ali will also make a list of the rules that the SLT now needs to develop in response to updated bylaws;
 - Future agendas will always include a slot for public input.

-It was noted that the minutes are now subject to FOIL (Freedom of Information Law).

(5) Miscellaneous budget items:

- \$3,475 is the remaining balance for Title I;
- \$1,500 is the estimated cost for the Diversity workshop;
- Staff do not expect the Math and Science nights to cost much.

(6) Councilmember Menchaca's Office:

- They are redrafting a citywide strategy for immigration and related communication/support;
- It is not clear whether or not his office has capacity to take on another forum like K280;
- Asst. Principal Feldberg will follow up about getting information packets from them.

(7) Lead testing update:

- There is a standard flushing protocol in place that requires running the water after the school has been closed for an extended period of time;
- In previous years, the citywide testing procedure took place right after the flushing process;
- This year the testing took place before the flushing process, leading to different (and more elevated) lead levels;
- The faucets with high lead levels have been placed out of service.

(8) Miscellaneous:

- protest for public education this Saturday → a group from PS10 is going
- 9am @ F train on 7th Ave
- talent show is coming up this week!

(9) Meeting adjourned at 8:20am.

SLT Minutes
Wednesday, March 15, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, RoseAnn Ciarlante, Giselle Degazon, Erika Drew, Eileen Fallon, Mim Ingvarson, Giuliana Reitzfeld, Dempsey Rice, Nicole Pringle, and Laura Scott.

(1) Call to order: meeting called to order at 7:46am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) Councilmember Menchaca's Office:

- No word from Menchaca; Asst. Principal Feldberg will let us know if/when he hears anything.

(4) Afterschool:

- Afterschool asks that the school consider their space needs (auditorium, gym, etc.) when planning multiple events in the school (book fair, science fair, theater arts programs).
- One idea is to consider changing the time for science fair.
- RoseAnn suggested a "build day" at the school for families who want to put together science projects in a community setting.

(5) Community activities/volunteering:

- Anna, a neighborhood volunteer and resident, is building a free give one, take one "library" at the butterfly garden; she wonders if PS10 can do a book drive to help supply books; the PTA will move forward with this by sending a flyer home.
- A local Eagle Scout is coordinating a food/clothing/book drive that will benefit families affected by domestic violence; the PTA has been asked to help advertise this to the school community and they will move forward with a flyer.

(6) K280:

- K280 appreciated lunch on parent-teacher conference day. The K280 teacher/representative suggested that Josh Perry, the Parent Coordinator at K280, help coordinate this event next year.
- K280 is a pilot site for a highly developed recycling program that is being tested by the DOE & Dept. of Sanitation; the custodians at K280 are superheroes!

(7) Miscellaneous:

- Next SLT meeting has been moved from March 29 to March 22 due to ELA testing.
- The PTA is planning to help increase paper and plastic recycling at PS10, but needs custodial participation.
- Our NYS Assembly Member, Robert Carroll, would like to send a flyer home to families that will provide information about Cuomo's plan for school budgeting and funding; Laura will look at the flyer to confirm that it is only informational, and not political; if it's informational, it will be sent home.
- Lower grade teachers are receiving emails from concerned parents about activities for younger students during testing; the school administration will send a letter home and talk at the PTA meeting about plans for lower grades.

(8) Meeting adjourned at 8:16am.

SLT Minutes
Wednesday, March 22, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, RoseAnn Ciarlante, Gloria Chico-Perez, Giselle Degazon, Erika Drew, Marie Edesess, Eileen Fallon, Rachel Meltzer, Giuliana Reitzfeld, and Laura Scott.

Guests: Lara Dicus, Jason Foreman, and Gabriel Feldberg.

(1) Call to order: meeting called to order at 7:43am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) CEP update:

- Administration is still having conversations about the CEP goals; it will be put on agenda for later date;
- Principal Scott not planning to do departmentalization right now; it is harder to do it at bigger school, and one with a large special ed program
- The teacher's union filed a grievance because departmentalization is happening without consulting teachers (in other schools); there are now new guidelines around doing departmentalization.

(4) Title I Parent Engagement:

- The "Talking with your kids about Race" workshop is tomorrow night;
- One date in May (the 25th) is scheduled for lower grade Math night; this will be combined with Fitness night;
- April 26th is a possibility for upper grade math night;
- Combining the upper and lower grades for math night with be considered.

(5) SLT By-laws:

- Pending issues were addressed:
 - The Principal will be responsible for key notifications about meetings.
 - The Principal or designee will send out meeting notices internally to school (i.e. to post on Konstella, on school website) and would forward info to FLC and FSC; The Asst. Principal will be responsible for updating any changes to the schedule.
 - Process for general public/media participation: have agenda item at end for public participation, each visitor is given 3 minutes to speak.
 - We should include a stipulation about the timeframe for SLT to respond to questions: SLT reserves the right to answer all comments and questions within 2 weeks (before the next SLT meeting) and their

response will be presented by the chairperson of the SLT and/or the Principal.

-The SLT approved the first two points about the timeline and process for distributing the minutes.

(6) PS10's Involvement with Immigration Issues

-A question was raised about whether or not SLT an action-taking committee? Should SLT be involved in putting up "welcome" signs to signal openness to immigrants and refugees?

-It was suggested that the administration should take the lead if it does not pertain to a specific event.

-Can PS10 get in early on MOIA Know Your Rights events? This kind of event can be in conjunction with putting a sign up.

-There will be follow-up with Dempsey and Diversity committee.

(7) Miscellaneous:

-The administration doesn't know about next year's budget or Title I status; It is unlikely that PS10 will lose Title I for next year; there is usually a grace period.

-Information about immigration/ICE is available in the 10 most prominent languages in city; the school will post copies in different languages downstairs in the lobby.

(8) Nothing to report from K280.

(9) Meeting adjourned at 8:16am.

SLT Minutes
Wednesday, April 4, 2017 - 7:30 a.m.
School Library

Members: RoseAnn Ciarlante, Gloria Chico-Perez, Erika Drew, Marie Edesses, Mim Ingvarson, Rachel Meltzer, Dempsey Rice, and Giuliana Reitzfeld.

Guests: Jason Foreman, Gabriel Feldberg(representing Laura), Susann Rendina, and Alison Koziel

(1) Call to order: meeting called to order at 7:39am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) SLT By-laws:

- Ali will update language for next time based on changes in minutes from the last meeting.
- Principal Scott supports the changes in minutes.

(4) Diversity issues/initiatives:

- Ultimately any action taken is the school administration's decision;
- Asst. Principal Feldberg is meeting with the Diversity Committee and will talk about collaboration with the administration;
- The City is piecing together information on "know your rights"; it is still a work in progress;
- Procedures on how to handle ICE (non-local law enforcement) visits to school:
 - ICE officials have to wait outside until the school gets further word from legal;
 - if law enforcement does not comply, school officials are not to block them from doing their work
- What can PS10 do in the meantime to express a welcoming message to families? Asst. Principal Feldberg will follow up with Principal Scott.

(5) Title I:

- still couple of thousand left in Title I
- doing a growth mindset workshop? Is there a feasible vendor?
- do an event on Parent Conference day in May?
- increasing library resources for parent's section?
- purchase items to supplement Math night?
- Extend mindfulness site subscription?
- Need to reach out to Lara; Gabriel and Ali will figure out what is possible

(6) CEP Update:

- It is completed.
- A concern was raised that the SLT has not participated in the CEP as much as it should have;
- Several benchmarks are still being reviewed; the SLT could participate in looking at progress towards those benchmarks
- It was agreed to distribute the CEP prior to next SLT meeting and to put the CEP on the next agenda for the next meeting: a discussion will be held to on how to approach it.
- It was proposed that if issues come up that require attention beyond the time that SLT meetings allow, SLT will have to form sub-committees to address them.
- Here is a schedule of how the CEP is administered, in order to help planning on the part of the SLT:
 - Fall: annual goal setting and an initial draft of CEP to D15 in October; goals are submitted in Nov/Dec;
 - Winter: interim progress checked around Feb (to see if/how goals are being met)
 - Spring: thinking about next year's goals
 - Summer: in June/July Principals work on budgets for upcoming school year; at this point they need to confirm that budget is consistent with goals being set in upcoming Fall;
- It could be useful to put the schedule on the back of the SLT agendas, so people can stay in loop;
- Proposal: for post-spring-break meetings, have SLT focus on the CEP goals/planning.

(7) Report on Lobby day in Albany:

- There is a lot of energy behind charter schools;
- Not many people on the side of public schools (Gov., State Senate, Washington are all pushing charter schools).

(7) Meeting adjourned at 8:20am.

SLT Minutes
Wednesday, April 26, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, RoseAnn Ciarlante, Erica Drew, Marie Edesess, Ali Hodin-Baier, Mim Ingvarson, Nicole Pringle, Giuliana Reitzfeld, Dempsey Rice, Nicole Pringle, and Laura Scott

Guests: Lara Dicus, Alison Koziel, Susan Pedina, and Dana Roth

(1) **Call to order:** The Meeting was called to order at 7:40am.

(2) **Review and Approval of Minutes:** Minutes from the previous meeting were approved.

(3) **Title 1 Parent Engagement:**

- The deadline was extended, creating a little more flexibility.
- With some support of Title 1 funding, the school is planning a Family Engagement Night on May 17 that will engage parents and families. A number of activities (listed below) are being considered and the administration will survey teachers to figure out what is realistic and manageable over the three-hour period (4:30-7:30pm). It was agreed that early planning and promotion of the event is key to good attendance.

Ideas:

- A Growth Mindset Class
- A Mindfulness Workshop
- The Family Math and Science Fair
- Curriculum Review (families to meet teachers of grade entering next year)

(4) **By-Laws:** The revised By-Laws were approved.

(5) **CEP:** Alison Koziel reported that the SLT cannot access the system for the 2017/2018 school year until April 28. What currently shows is for this school year. Members were asked to review the current document as a first step to the process, focusing on the Guidance and Suggested Calendar areas of the Portal Page.

(6) **K280:**

- The school is waiting to hear from ECERS (evaluation based on government guidelines).

- Given positive feedback from other experiences, an inter-visit is being scheduled at K280 for a fun performance during testing week.

7) ELA Testing:

- Principal Scott reported that testing went very smoothly: many finished at or before lunch time, which means that the kids finished it faster in comparison to last year and experiences at other schools. She sees this as a sign of less stress and more comfort in students; she also noted that teachers and parents seemed less overwhelmed.
- This year's opt-out rate was 8%, down from last year's 12%. All teachers were asked to create curriculum-related work to give students who opted-out.

(8) Middle School Admissions:

- Ms. Scott reported that 75% of 5th graders were assigned to one of their top three school choices, which is a less ideal than previous years. The belief is that the change in what middle schools see – which used to only be those who ranked them first or second – significantly affected the process and outcomes.
- There was also a group of students assigned to schools not on their lists.
- The school is, as always, assisting families through the appeal process and doing as much as possible to support them.
- The overall sentiment was that 5th graders handled the MS notice process well; the school sent letters to parents about how to handle it and requested that notices not be opened at school. Student talk about placements at school the next day was also limited and improved.

(9) Other Matters:

- Principal Scott indicated that tomorrow's "Bring your daughter to work day" would count as a student absence, but that the DOE had set up a specific code to note the reason for the absence.

The Meeting ended at 8:18am.

SLT Minutes
Wednesday, May 24, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, Gloria Chico-Perez, Erika Drew, Marie Edesses, Eileen Fallon, Ali Hodin-Baier (on phone), Mim Ingvarson, Rachel Meltzer, Nicole Pringle, Giuliana Reitzfeld, and Laura Scott.

Guests: Jason Foreman, Jane Kotapish, and Lara Dicus.

(1) Call to order: meeting called to order at 7:42am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) Budget:

- Ali will share link to budget online when it's available; and it can be reviewed in SLT.

(4) SLT composition:

- Are there enough members? Is composition/ratio OK?
- Donald will replace RoseAnn;
- Currently: there are 6 parents and 8 teachers/staff;
- Jane Kotapish will be the Title I representative AND a parent;
- In addition, there will need to be a K280 parent representative to balance to SLT composition.

(5) Other matters:

- STEAM fair went very well;
- The teachers had PD over the weekend on positive discipline which was very good and they recommend it for a parent workshop next year (the vendor needs a vendor number before they can be used here);
- The same SBOs as last year were submitted: (i & ii) having PT conferences on single a day (change for PS10 & K280) and (iii) K280 start time (8:40 instead of 8:20); there will need to be an SBO to change for the final PT conference (if the venue is changed);
- The fall PT conference in mid-Nov. next year and teachers feel OK about this schedule;
- There might be a change in the PD schedule for teachers; however it does seem to be working at PS10.

(6) Title I

- Parent Engagement night went well;

- The workshops later in the evening did not have a big showing (probably because of too big a gap between the last presentation and the later workshops);
- Suggestion: set up after-school support session to help with school projects for students who do not get support at home;
- Lara would like to further discuss how to better manage Title I \$ next year.
- It was suggested to set the balance of Title I money (\$1,200) aside to support mailings for teachers to students over the summer.

(7) CEP

- Make sure we protect next SLT meeting for the CEP discussion;
- A reminder to include the presentation of next-year's teachers to students in the Parent Engagement document.

(8) Meeting adjourned at 8:15am.

SLT Minutes
Wednesday, September 20, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, Eileen Fallon, Erika Drew, Marie Edesses, Ali Hodin-Baier, Mim Ingvarson, Rachel Meltzer, Megan Nylan, Giuliana Reitzfeld, and Laura Scott.

Guests: Jane Kotapish, Jason Foreman, Ursula Luciano and Alison Koziel.

(1) Call to order: meeting called to order at 7:40am.

(2) Selecting SLT co-chair: Marie Edesses was nominated and accepted (Ali Hodin-Baier will be her back up)

(3) Introduction to the new Asst. Principal:

- A background in elementary school teaching;
- Taught special ed;
- Came from a school in Bushwick (PS 151) and is Spanish-speaking
- A suggestion was made to send out an introduction and summary about the AP transition in writing (perhaps in Eyes on 10 or via Konstella);
- The same introduction should be made for the new teachers.

(4) SLT representation:

- Is the "Core" of the SLT defined in the bylaws? This needs to be verified, and put in the bylaws if it's not in there (also, do they all need to be here to constitute a quorum?);
- Moving forward, we need to make sure that a PTA representative/designee attends;
- SLT also needs a K280 rep (but then SLT would also need another staff/parent to make the ratio 50/50);
- Currently: there are 6 staff/teacher reps; 6 parents (not counting Title I).

(5) Future dates distributed for SLT distributed: 10/4, 10/18, 11/15, 11/29, 12/13, 1/10, 1/24, 2/7, 2/28, 3/14, 3/28, 4/18, 5/9, 5/30, 6/6, and 6/13.

(6) Class assignment cards:

- How did it go?
- There was some confusion over teacher letters and class assignment;
- June dismissal was much better and the response overall seemed positive;
- Letters from teachers were suggested but not required; in the future, it could be helpful to at least share the teachers' names with the classroom #'s;
- Administration did not participate in moving children around this year;

-Knowing the name/room number helped with the first day in the yard (was overall less chaotic, with the signs and lines).

(7) SLT topics for the year:

- What are the parameters of SLT?
 - pressing issues for the school community
 - sensitive issues should go to the administration
- Middle school equity: now parents have stepped up to work with administration to help with access for students:
 - Jason will be administrative lead on this now.
- The main purpose of the SLT is to review the CEP;
- Someone does need to attend the panel on middle school equity;
- The SLT can help raise awareness/money for teaching assistants (bring the need to the PTA):
 - Kindergarten needs the most support (especially at the beginning of year);
 - Schools cannot use money to hire para's or school asst.'s;
 - The ask: full time help in each room (~63k-65k total cost);
 - Currently, AIS funds mainly go to higher grades.

(7) Topics to cover next time:

- CEP;
- The process for selecting the IAP (C30).

(8) Meeting adjourned at 8:19am.

SLT Minutes
Wednesday, October 4, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, Eileen Fallon, Erika Drew, Marie Edesses, Ali Hodin-Baier, Mim Ingvarson, Rachel Meltzer, Donald Norwood, Megan Nyhan, Giuliana Reitzfeld, and Laura Scott.

Guests: Jane Kotapish, Ursula Luciano, and Dana Roth.

(1) Call to order: meeting called to order at 7:45am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) Designees on SLT:

- What is the process for designating someone to represent in the case of an absent core member?
- If someone from the core isn't here, can the meeting proceed?
- Ursula will check and get back to SLT.
- PTA president needs designee approved by PTA.
- Moving forward: email the group before the meeting if a designee needs to be assigned (for core members other than the PTA representative).
- One of the APs will be Laura's designee; Dana Roth will be Heidi's designee (Erika Drew will be the designee if Dana is not present).

(4) By-laws:

- The SLT still needs a representative from K280
- Potential representatives: the coordinator (Vanessa)? Jason Foreman (as a K280 parent)?

(5) ICT Class Placement:

- Classes are made up of 60:40 ratio (40% special needs, with IEPs; 60% at or above grade level in general ed).
- Teachers determine a set of characteristics for kids to be good fits for general ed part of class.
- Administration is trying to not repeat ICT placement for general ed population more than 2x during their time at PS10.
- It was recommended to provide information about ICT at the time of class assignment and to also make a presentation at the start of the school year (in order to resolve misconceptions).
- A suggestion was made to set up part of the school's website to cover ICT (to share information and publicize it, to discuss the continuum of services at PS10, without providing detail on the criteria for placing the general ed students).

-It should be made clear that there are SETS teachers for kids in general ed classroom who need support.

(6) Kindergarten Teaching Asst. Funding:

- Administration will take money (\$79k) from the PTA now to fund positions from now until Dec.
- The PTA will see if they can support more assistants moving forward.
- 2nd and 5th grades still need support and will need more money to fund it (for support through Dec.); it is possible some money will come from DOE appropriation.
- The Administration would like to see a direct appeal about AIS; it was suggested to have Jason Foreman or another teacher speak to PTA and parents about the services that would be funded.

(7) CEP is put off until the next meeting.

(8) C30 Process:

- selecting AP for vacancy
- process needs to be started now; jobs have been posted
- resume's (6) chosen by Principal
- parents review resumes (need 4-7 parents on sub-committee)
- need UFT rep and another principal rep from another school
- everything done in one day: questions developed, rules oriented, interviews conducted
- 2 names sent forward → Principal interviews both and choose one if appropriate

(9) Meeting adjourned at 8:19am.

SLT Minutes
Wednesday, October 17, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, Gloria Chico-Perez, Eileen Fallon, Erika Drew, Marie Edesses, Ali Hodin-Baier Rachel Meltzer, Donald Norwood, Megan Nyhan, Giuliana Reitzfeld, Vanessa Linton-Samuels and Laura Scott.

Guests: Jane Kotapish, Jason Foreman, Ursula Luciano, Dana Roth and Alison Koziel.

(1) Call to order: meeting called to order at 7:40am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) C30 Update:

- Principal Scott put in a request for an extension and it was granted;
- The process will start in December (a committee will be identified in November);
- There is always the option to cancel C30 at that time if necessary.

(4) SLT representatives:

- Vanessa Linton-Samuels will join as staff representative from K280;
- Jason Foreman will act as the K280 parent rep.

(5) Title I:

- There was a parent meeting last week;
- Discussed upcoming survey;
- Options for parent engagement activities:
 - Age-appropriate health workshop;
 - Talk/workshop about disabilities;
 - Cyber safety/digital citizenship workshop;
 - Anti-bullying seminar.
- Question came up about how the rest of Title I money is spent?
 - Administration representatives clarified at SLT meeting:
 - Asst. Principal
 - Teachers
 - Money is flexible
- School is a universal feeding program until 2021;
- A suggestion was made to share information on Title I spending (in broader categories rather than a detailed budget).

(6) District 15 School Integration Initiative:

- PS321 SLT put out a letter advocating for reforms in the Middle School admissions process;

- Parent Action Committee @ PS10 reached out about a coordinated SLT initiative around integration: shouldn't this be a district wide initiative? Should PS10 use voice/platform to move conversation forward?
- Does PS10 SLT want to be involved? In what way?
- Some have expressed the need to hear from all perspectives (from schools throughout District 15 and not just a select group of schools);
- A suggestion was made to form a subcommittee to think about PS10 involvement (could PS10 be a convener of ALL stakeholders?);
- District 15 is currently working on getting information about schools/tours more broadly dispersed;
- Guests from PS10 PAC and Diversity Committee will be invited to SLT; the representative from the district-wide diversity committee will also be invited.

(7) CEP:

- It was suggested to assign a goal from the CEP for discussion at each SLT meeting;
- If there is anything that needs to be worked on, a subcommittee will be formed;
- Next meeting SLT will discuss Goal #1: Collaborative Teaching and Marie will send the text for Goal #1 to SLT to review before the meeting;
- The SLT committed to putting CEP as a priority item on the regular agenda.

(9) Meeting adjourned at 8:17am.

SLT Minutes
Wednesday, November 15, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, Gloria Chico-Perez, Eileen Fallon, Erika Drew, Marie Edesses, Rachel Meltzer, Donald Norwood, Megan Nyhan, Giuliana Reitzfeld, and Laura Scott.

Guests: Jane Kotapish, Ursula Luciano, Tia Schellstede, Rohi Pandya, Miriam Nunberg, Jody Drezner Alperin, Sonja Neill-Turner.

(1) Call to order: meeting called to order at 7:45am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) CEP

- Ursula L. will share text for review;
- Donald N. will set up Konstella for SLT group where text will be shared.

(4) Follow-up discussion on diversity in District 15:

- Representatives from PS10 Diversity committee, Parents for Middle School Equity, and Parent Action Committee joined SLT meeting for this conversation;
- Superintendent Skop has made efforts to make WXY more inclusive, but they have not been responsive;
- Skop said she wouldn't let process continue without everyone at table:
 - She is sending people to PTAs at all schools.
- Can PS10 convene a group (that is representative of District) with WXY (but not at PS10)?
 - Have a meeting here for parents who are less involved; encourage meeting in Sunset Park for those families?
- Principals are individually making efforts to get students on school tours (who haven't yet been on tours);
- CEC supports PS10's letter but won't stop the working group; they want to give Skop time to fulfill her efforts;
- Right now collectively waiting for a move from DOE and WXY;
- Suggested activities to raise awareness and get info from families in Sunset Park (unrepresented neighborhoods/schools):
 - enhance engagement within PS10, making the middle school process more inclusive;
 - reach out directly to families who have historically been less involved and find out *why*; be more cognizant of making information understandable/available;

-How to deal with system/process that is set up to advantage certain families (those with more time, those with more information)?

-Next steps:

- PTA is meeting with WXY at the end of month;

- Can parent groups help to get information to parent coordinators to get info (or anyone who normally distributes information), principal, teachers? Who else?

(9) Meeting adjourned at 8:22am.

SLT Minutes
Wednesday, November 29, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, Eileen Fallon, Erica Drew, Marie Edesses, Mim Ingvarson, Rachel Meltzer, Donald Norwood, Giuliana Reitzfeld, and Laura Scott.

Guests: Jane Kotapish, Jason Foreman, Ursula Luciano, Dana Roth and Vanessa Samuels.

(1) Call to order: meeting called to order at 7:44am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) Konstella

- Eileen, Gloria, Erica, Ursula and Eileen need to get on Konstella to join the SLT group;
- Future meeting dates will be posted on Konstella.

(4) Update on C30 Process

- Dec. 7th is when the convening/interviewing/decision will be made;
- Everything done in one night (except selection of candidates);
- Parents attending: Marie, Jane, Ali, Meghan;
- Staff attending: Heidi and Erica;
- There will also be representatives from DC37 and the Superintendent's office;
- There is no requirement to make a recommendation that night if there is no preferred candidate.

(5) Update on Title I

- The parent survey went out on Konstella and in folders;
- Should K280 be participating in the survey? Principal Scott will follow up.

(6) CEP: Goal 1

- How to improve communication to parents/families so that they can be more engaged (i.e. with HW)?
- Right now teachers send out a "newsletter" with summaries of units of study;
- Great deal of diversity in the tolerance for volume of information sent out → how to address everyone's needs?
- This process relates to making HW more meaningful, which is being worked on as well.
- Should the PLPs be used to go over lessons and orient the parents?
- Should there be a coffee session on the role of parents in HW?

- There will be communication sent out about the new system of sharing curricula, with the goal of making parents more aware of the staff/teachers' efforts to improve communication about coursework and HW.
- Is the goal to have a uniform understanding of what HW is, its purpose?
- This topic was not resolved: next steps will be discussed at the next meeting

(8) Meeting adjourned at 8:30am.

SLT Minutes
Wednesday, December 13, 2017 - 7:30 a.m.
School Library

Members: Heidi Bookman, Gloria Chico-Perez, Eileen Fallon, Erika Drew, Marie Edesses, Rachel Meltzer, Donald Norwood, Megan Nyhan, and Laura Scott.

Guests: Jane Kotapish and Dana Roth.

(1) Call to order: meeting called to order at 7:44am.

(2) Review and approval of minutes: Minutes from the previous meeting were approved.

(3) Update on C30 Process:

-Received update from Principal Scott and process is moving forward.

(4) District 15 diversity initiative:

-WXY will be working with Border Crossing;

-They now have representatives involved from Red Hook and Sunset Park.

(5) CEP: Goal 1

-Heidi worked on HW over the summer (attended a workshop);

-Made changes to family's responsibilities, which now read:

- Provide a routine and an environment that is conducive to do homework (i.e. a quiet and consistent place and time, necessary materials, etc..)
- Offer assistance to the student, but not do that actual homework
- Notify the teacher when the homework presents a problem
- Read school notices and respond in a timely manner
- Assist with the backpack cleanups to help students keep organized

-Made changes to teacher's responsibilities, which now read:

- Provide purposeful/meaningful homework
- Include clear directions and instructions
- Implement a system for routinely providing feedback and sharing work done at home
- Communicate to the student and family what is expected for completing homework successfully
- Communicate with families when students are struggling with homework.

-The important piece is making HW meaningful.

-1st grade teachers have added an extension to the HW that is more project-based:

-However, they still keep exercises to reinforce skills.

- Administration wants to send out a survey to get feedback from parents about HW;
- SLT worked through format/content of survey during meeting;
- The intent is to distribute the survey on a regular basis.

(6) Title I:

- Surveys are still coming in.

(7) Meeting adjourned at 8:30am.