

SLT Minutes
Wednesday, September 23rd 2020 - 7:00 p.m.
Via Zoom

Members: Heidi Bookman, Danielle Buntley, Rachel Katzman, Rachel Meltzer, Dave Feller, Emily Klotz, Laura Scott, Heather Volik, MaryAnne Mazzola, Gerard Langton, Jean Herubin.

Guests: Wendy Hernandez (Title 1), Ally Koziel

- (1) Call to order: meeting called to order at 7:26 pm.
- (2) Review and approval of minutes: Minutes from the last meetings were approved.
- (3) Relying on TeachHUB
 - It would be helpful if tips on log-in strategy/technology management were shared across all staff/teachers;
 - David will document process for logging onto TeachHUB/Zoom;
 - Administration will reach out to family advocacy office to confirm that parents need to log on via students' accounts?
 - It is understood that these log-in difficulties/confusion prevented parents from getting online at the beginning of school.
- (4) Attendance requirements
 - The school needs to clarify how attendance is being recorded;
 - Some kids don't have technology/device yet and technology is inconsistent—kids should not get penalized for these setbacks.
- (5) SLT Membership
 - Emily Klotz is welcomed—she will take Jane Cyphers' spot;
 - SLT needs replacements for the K280 parent rep and PS10 parent rep;
 - We are waiting to hear if/when we can hold elections;
 - Heather will inquire about K280 parent rep;
 - Heidi will step down as co-chair—Rachel Katzman will be parent co-chair
 - Jeannie Herubin will be in charge of technology/communication
 - Emily Klotz will serve as Staff co-chair.
- (6) School re-opening update
 - Laura provided updates on re-opening;
 - There will be a major staff meeting on the topic on Friday;
 - K280 opening went very smoothly:
 - line-up was outdoors
 - parents are not allowed inside
 - they used markings on ground for distancing

- used free-standing and handheld thermometers
- K-2 will line up in school yard, staggered; other grades on 7th Ave and 17th Street;
- There will be no classes hosted in large areas (cafeteria, gym, auditorium);
- All instruction will be in classroom;
- Students will be taken outside for lunch/exercise;
- Laura reviews all the schedules (when teachers eat, when students go outside etc.);
- Clusters/enrichment (for hybrid and 100% remote): computer, art, science, gym, music is being worked out with PTA
 - mostly synchronous, with asynchronous to follow-up;
 - materials will be distributed to hybrid and remote students.
- A new nurse was brought on: PS10 has 2 nurses; K280 has 2 nurses;
- The administration needs to address the same dismissal time at K280 and PS10, so parents can more easily pick up kids at both locations; the schools will stagger dismissal to some extent so parents can better manage this.
- Supplies: how to store supplies for kids?
 - This will be discussed at staff planning meeting;
 - Boxes have been ordered for supplies;
 - Science boxes have already been assembled and are ready to go home to families;
 - They need to minimize what is stored in the classroom to facilitate cleaning.
- Parents need more information on what remote part of hybrid looks like;
- A message needs to be sent from administration to parents:
 - about challenges faced by staff/teachers
 - flexibility being granted to parents/kids because of tech issues, schedule issues with working parents etc...
- Hybrid classes are full/near full; there are budget constraints to bring on another teacher;
- School is hiring 2 teachers to meet the needs of self-contained ICT students
- Very challenging: the numbers keep changing every day;
- Minimum instruction hours varies by grade→ working on ways to make live instruction in smaller groups;
- Can parents help with monitoring of Zoom classes? (but they will need a DOE account to log in).
- The school just issued new set of rules for shelter in place, fire drills (and social distancing).
- Teachers are still applying for medical accommodations;
- No information yet on how students will be assessed (i.e. graded) this year.

(8) Miscellaneous

- SLT meetings need to be promoted by administration, made public on website;
- Change SLT meetings to another day so Rohi, David can regularly join?

(9) Meeting adjourned at 8:35 pm.