

School Leadership Team

Meeting Minutes 2/13/2023 from 3:45pm – 4:45pm

Attendance: Ms. Downton, Ms. Pasterczyk, Ms. Lovera, Ms. Rodriguez, Ms. Francisco, Ms. Johnson, & Ms. Godbolt

I. Welcome/Review of SLT Minutes

- The draft minutes from our prior meetings were reviewed. A motion was made and seconded. All members were in favor. The approved meetings will be published on the school website and in our binder.
- Ms. Godbolt asked if it is possible to start our meetings at 4:00pm. Ms. Downton/Ms. Lovera stated that our current start time is in our Bylaws, created at the beginning of the school year by the team.

II. Principal Updates

- Ms. Downton shared the great news of receiving positive feedback from our superintendent during the recent school visit.
- Ms. Downton noticed improvement of attendance after our school's initiatives. The attendance team decided to assign mentors to the top 20 children who fall under chronic absences.
- Ms. Pasterczyk asked if students who are transferring to another school are factored into our daily attendance rates, Ms. Downton responded they are not and COVID related absences are also not factored in.
- Ms. Downton shared other great things happening at our school:
 - 1) Social Emotional Learning Buddy Projects. Different grade bands team up and work on the theme of the month, for example our current theme teaches children how to control their emotions.
 - 2) This week we started working with the National Action Network, we are the first school chosen to start this reading program.
 - 3) Respect for all week: Students are excited to participate in the current activities such as no one eats alone day, wearing the color pink, taking a selfie with a "I say No to Bullying" sign and more.
 - 4) MLK Service Projects: Great effort from parents/ teachers providing donations and children were excited to create cards. Kinder -1st grade brought over donations to the fire station, 4th and 5th graders put together crossword books along with other donations. 2nd and 3rd grade took donations over to the Harlem hospital such as toys for kids. 3k and pre -k donated to police officers: snacks, water bottles, and cards.

III. Parent Concerns

- Ms. Johnson asked what is considered perfect attendance- does that include lateness as well? Ms. Downton responded that attendance also includes no lateness.
- Ms. Johnson asked if there has been notification sent out to parents, informing them about the new vaccine update, that is no longer required to enter the school building. Ms. Downton responded that there was a letter from the mayor and the DOE can also send to contacts.
- Ms. Godbolt stated her concern of low attendance in the recent PTA meeting. Ms. Downton suggested posting meetings times and reminders. And also stated that our parent coordinator

Ms. Delgado can also decide whether to have these meetings online or in person now due to recent vaccine update. Ms. Johnson stated she tries her best to encourage her families from After School.

IV. CEP Goal: Presentation by Ms. Downton

- Ms. Downton shared a presentation on the required element of every school: Parent Engagement
- We need to actively involve families to ensure children's success. The CEP is the work of the SLT and PA president to involve parents as much as possible. The PA can reach out when needing resources to provide families.
- The family handbook has been updated on our website that now includes PBIS information and family matrix. Families received these handbooks during our beginning of the year resource fair.
- Other goals: ELA and Math. Teachers will be meeting with families soon for PTC. Parent reports will be sent home, including MOY scores.

V. Conclusion/Agenda for Next Meeting

- How can we encourage parents to attend the PTA meetings?
- Continue discussion on our CEP goal