**The Richard H. Hungerford School**

**School Leadership Team Meeting**

**September 20, 2023**

**MINUTES**

**Present:** Kristin McHugh, Robert Bates, Kathleen Boyer, Josephine Fox, Joe Goetz, Danielle Pellegrino, Jeannette Woods, Natalie Paventi, Lori Mora, Julia Luppino, Jessica Pizzuto

1. Kristin welcomed the team back to the new school year, the second in the new building and the first without David Vota, who gave many years of service to the SLT before he retired. This year we welcomed 70 new students and 15 returning students, who are now permitted to attend until they are 22 years old.
2. **Budget:** We have money for supplies such as wipes, masks and hand sanitizer, as well as some money for new teachers for classroom supplies. Usually we get more money later in October .
3. **PTA:** Natalie reported that they have received $175 in dues and donations, which will be applied to the staff breakfast which the PTA graciously provided at the beginning of the year. Fundraising ideas include Dine Out at Jimmy Maxx, Picture Days, the winter and spring holiday fairs. The golf outing did not raise much money. Tony D’Alessandro suggested that next year we combine with the Petrides golf outing and split the proceeds. There is a Transition Fair at the Main site on Friday October 27 5-7 pm and PTA will have a table to reach out to parents. The APs will select suitable dates for picture days.
4. **School/Site update:** Parent-Teacher conference will be on September 21, virtually. There will be four conferences this year, per the UFT contract. Staff now has Parent Engagement time during which they will contact families to update email addresses and phone numbers.
5. **New Business:**
   1. **Joe Goetz** graciously accepted his nomination to the post of chairperson. Hearing no objections, and there being no other candidates, Joe was unanimously voted in. Congratulations and thank you, Joe!

There are currently seven staff members and six parent members on the team. The PTA will reach out to find a new member. If there is more than one person interested, we will need another staff member to join.

* 1. **Parent Coordinator:** Zenaida having completed her degree, she has accepted a position at a D.31 school as guidance counselor. Kristin has received many applications for the post of parent coordinator. Three candidates will be interviewed by a committee consisting of Kristin and three parents.
  2. **Busing.** The possible strike by school bus drivers may not impact our school too badly, since not all companies are in negotiations and those that are do not serve our students, for the most part. There are 25,000 runs in the city which were not picked up. There is shortage of bus paras. Last year we had 42, this year we are supposed to have 59. Kristin hopes to be able to hire more paras soon. Some are completing their requirements, others are just waiting for their file numbers.
  3. **Start time/instructional/related service issues:** Lori reported that some parents are concerned that the early start times are difficult for their children. Many of them arrive during or after first period, missing breakfast. Some parents at IS24 were worried that the students are missing 10 minutes of instructional time. Kristin reported that Ms. Rueda was at IS24 today and took care of this issue. Danielle shared that the related service providers (PT, OT and speech) are well aware of the busing issues. The first session for services starts at 7:50 and they if they know that a student usually comes in late, or has other (medication) issues early in the morning, they will not schedule that student until later in the day.
  4. **Future meeting dates/times:** The team agreed on the following dates. Meetings will be held at 5:30, virtually. October 18, November 15, December 1 (tentative—holiday fair), January 17,February 28,March 20, April 17,May 15, and June-the prom (TBA). Kristin has reached out to the district regarding keeping the meetings virtual. She hasn’t heard back yet.

1. Next meeting Wednesday, October 18 at 5:30 pm virtually.

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