

School Leadership Team Minutes

Thursday, February 16, 2017

4:30-6:30pm

Members Present:

Staff: Ms. Burg, Ms. Ocampo, Mr. Raynor, Ms. Rejalaga, and Mr. Schimenz

Parents: Ms. Carroscio, Ms. Goodluck, and Ms. Nicolovienis

Students: Juan Alarca, Luis Chango, Ngawang Dawa

Observers Present: Ms. McCoy

Student: No student observers

Mr. Schimenz introduced the first item on the agenda, which is the next SLT meeting date, Thursday, March 9.

Mr. Schimenz stated that 8 minutes after Mr. MacDonald tweeted the Career Day information, our first guest speaker registered. Ms. Rejalaga then asked if we would be able to open the Career Day invitations to the people who come to take electrical classes in the evening. Mr. Schimenz said that we could, but the problem is that last year we had more electrical presenters than we did EI classes. Ms. Rejalaga then suggested that we also extend the invitation to the Plumbers Union across the street and Mr. Schimenz and Ms. Burg agreed that that was a good idea and that they would look into it.

Mr. Schimenz said that he invited Mrs. Holland, the custodian-engineer, to attend the SLT meeting. She said that her day was over by 4:30, but that she might send someone to represent her. No one, however, did.

The next item on the agenda was reviewing the CEP

- Ms. Burg led the SLT's mid-year review of the CEP.
- Goal #1 - The goal of creating common assessments in four subject areas looks like it will happen by June 2017
- The next goal discussed was that teachers have four professional development sessions on creating culturally relevant education, behavior management, and making students feel safe to take risks in the classroom.
 - Ms. Burg said that she is having a hard time with culturally relevant education. She believes that behavior management and making students feel safe to take risks in the classroom is taking place in the SLCs.
 - Culturally relevant education, Ms. Burg said, will help everybody function together in a classroom. Most of the teachers here are white and the student population is Black and Hispanic.
 - Ms. Rejalaga asked about the ESI program that we participated in. Ms. Burg said that we still work with them but that they veered off into a different realm and that they are not school-based anymore. She said that she spoke to Paul Forbes about having someone come in and speak to the staff about culturally relevant education but that she has not received any response. The principal said she even tried reaching out to NYU about it but she is having difficulty having someone come in to conduct professional development.
 - Ms. Rejalaga asked if we could change the PD from culturally relevant to professionally relevant. Having someone come in to help teachers teach professionalism. Ms. Ocampo said that this is taught in the CTE courses. Ms.

Rejalaga asked if we could also have sensitivity training on how to speak to children and address their emotional needs. Ms. Ocampo added that we should focus on etiquette courses. She said that some teachers feel that etiquette should be taught at home. Ms. Burg said the conversation seemed like a need for character education courses. Ms. Rejalaga said that in ninth grade, we should have a skill-building character education class, which would be taught once a week. Ms. Burg said she would like to revisit this idea for next year's CEP. Ms. Rejalaga asked if the teachers who teach this would have to write the curriculum. Ms. Burg said that they would adapt it from already existing courses.

- The next goal was that teacher teams will follow a variety of protocols in reviewing student work.
 - Ms. Burg said that she has been going to teacher teams and she extracted six protocols on how to run any kind of meeting so that everybody gets heard and everybody feels like their voice matters. They get to express a point of view without feeling like they are not heard.
- The next goal is to increase the student passing rate by 2%.
 - Ms. Burg said that there were a lot of failures in the first term so this goal needs work. Ms. Rejalaga asked how we could get the students who are not attending PM school to attend. Ms. Burg said that was a great question and that she will see if she could work with guidance to address this issue. Ms. Rejalaga asked if we had money for Apex. Ms. Burg responded that she prefers having seniors take Apex since it requires the students to be their own teachers.
 - The next goal focuses on the principal working with the assistant principals and having them work closely together to help work with teachers.
 - Ms. Burg said that she feels that this goal is being met.
 - Ms. Rejalaga asked if the assistant principals meeting with the teachers about their students' grades could include the students so there could be a dialogue between the three to truly identify if the student should have failed the course. Ms. Burg said that might be embarrassing for the teachers.
 - The last was that CBO Goodwill will increase family/parent participation.
 - Ms. Burg said that they would increase the amount of activities after the break.

Student Concerns:

- There were no student concerns.

Teacher Concerns:

Some students are concerned about the new Immigration Policy. Ms. Rejalaga asked if we could have an assembly about this issue. Mr. Schimenz said that there is a lot of misinformation going around and that we need to clarify this issue. Ms. Burg said that we could have someone come in and speak to the ninth graders and to the seniors.

Ms. Rejalaga brought up numerous Regents week concerns:

- Reasonable notice of schedules:
 - Ms. Burg said she would speak to the programming person to see if this could be implemented.
 - Mr. Raynor said that it took 42 hours to work on the schedule. He only had 2 weekends to work on the schedule because there were a lot of teachers out on Thursday.
- Can we get a copy of all the teachers' schedules?

- Ms. Ocampo, Ms. Burg, and Mr. Schimenz said that this would be best and that it would avoid any speculation of inequitable scheduling.
- Could teachers be notified of the exams and testing modification in the room they are proctoring for?
 - Mr. Raynor said that this would be possible. The notification would not list which modifications are needed, but it can let the teachers know if the students have IEPs.
- UFT Rep is also the programming assignment person. This creates a conflict of interest in terms of grieving any programming assignments.
 - Mr. Raynor said that there are teachers who came to him to complain, so he does not feel this is a problem. He also said that Special Ed teachers proctor more hours than any other teacher.
 - The teachers who are out grading get no breaks except for lunch, but Mr. Raynor said he tries to be fair in scheduling them when they are in the building to correct for this.
- Can we create preference sheets for scheduling and assignment?
 - Ms. Burg said no because teachers are needed to do their job when they are needed; there isn't a lot of ability to adjust to teachers' preferences during Regents week. Ms. Burg also said that Ms. Kramer gives her a list of teachers to proctor in reading rooms. Ms. Rejalaga said that those teachers are chosen not volunteering. Ms. Burg said that it will be addressed.
 - Mr. Raynor said that a couple of years ago there was a preference sheet but a majority of the teachers chose session one and others chose to stay late on the days that there was no late schedule, so the preference sheet did not really work. Ms. Ocampo said that the sheet should say "you must choose two late days." Ms. Burg said it should also say "would you want to read aloud to the students?"

Ms. Rejalaga asked why guidance was closed for a week.

- Ms. Ocampo said that students are not going to lunch, but are going to the guidance office to lounge around. The first week of the new term is hectic and important cases need to be addressed first.

Ms. Rejalaga said that some teachers have complained that school aides are sometimes rude to teachers who call out sick on the phone, and talk about teachers who call out to teachers who are coming in.

- Ms. Burg responded: "Duly noted."

Parent Concerns

- There were no parent concerns.

Old Business

- None.

The meeting was adjourned at 6:30 pm.