

MINUTES  
School Leadership Team of P.S./I.S. 78Q The Robert F. Wagner, Jr. School  
Friday, June 9, 2017  
7:15AM, Family Room, MS Building

Minutes Taken by Esther Verhalle (EV).

Members present: Genevieve Bernier (GB), Gerry Gianutsos (GG), Carmen Gibson (CG), Tomoko Kawamoto (TK), Erin Morrissey (EM), Victoria Mulligan (VM), Louis Pavone (LP), Lakshmi Reddy (LR), AnneMarie Tamis (AT), Esther Verhalle (EV).

No Observers

**Review / Approval of minutes**

- May Minutes approved with corrections.

**Distribution of Remuneration Forms**

- DOE Remuneration forms to log hours for SLT are distributed and explained.

**CEP Goals**

- Results of the assessments are not yet known
- LP distributes hard copies with clarifications on latest updates of the CEP's five goals that need to be submitted in June. All SLT members have online access through [Iplanportal.com](http://Iplanportal.com). Current updates have been put together by group of staff members; the school's instructional team (LP, VM, GG, EM, Assistant Principal Rombone, one representative of the Elementary School and one of the Middle School)
- Goal 1 Supportive Environment – Emphasis will be on Respect for All lessons
- Goal 2 Rigorous Instruction – Emphasis will be on understanding of meaning of (new) words, including students with disabilities and ENL students who struggle most with vocabulary.
- Goal 3 Collaborative Teachers – Focus on strengthening of vertical, horizontal communication among teachers.
- Goal 4 Strong Family and Community Ties – organization of more parent workshops with a focus on helping kids at home, and in the future with Middle School and High School. In addition, the organization of an assembly for K-5 to meet with 6<sup>th</sup> grade teachers and learn about middle school environment.
- Goal 5 Effective School Leadership – Emphasis on guiding teachers to accomplish their goals, through professional development, improving instruction.
- Current CEP will be finalized in October of next school year.
- New DOE goals for next school year expected soon.
- New Budget is expected next week; annual budget adjustments (if applicable) will be made in September.

Based on an initiative of the Chancellor the school reintroduced cursive writing in 3rd grade. It will be taught in school year 2017-2018 again. Currently only in 3rd grade.

**Bylaws**

- **Section 6** (Former Article VII - Records) Records must be maintained at the school by the Chairperson.
- The task of Financial Liaison (annual SLT remuneration) will be fulfilled by the Chairperson, and will be added to tasks in Section 5.
- Members agreed there was no need for description of additional leadership roles within the team.

- **Section 7** (Formerly under Article IV- Length of Service) GB recommends to have parent members of SLT serve for 1 year instead of 2 years, as it is organized for PTA Board members. GB also emphasizes the importance of transition between old and new members.  
EV mentions the difficulty of pulling in more parents; parents need to step up and SLT needs to do better job at publishing minutes and agenda in advance.  
GG suggests that when people seek out SLT activities themselves, it brings the right people to the table. Because the CEP discussions are ongoing throughout the calendar year and because of the learning curve involved (LR, GG), members agree to leave two year terms for team members (excluding mandatory members) unchanged.

## **New Business**

### **Language Teacher / Librarian**

- AT requests update on the latest status regarding hiring of Language Teacher and Librarian.
- LP clarifies that he intends to hire a Spanish language teacher and a librarian but that he does not have the budget for the new school year yet.
- LP prefers to hire two Spanish teachers to offer language to 4<sup>th</sup> and 5<sup>th</sup> grade as well. The intention is to prioritize funding of teaching staff (offering services, Special Ed, ENL, and based on the wishes of the community, language education).

### **PTA Elections update**

- EV request clarification regarding the latest developments surrounding elections for PTA Board members.
- LP relates all questions to the Superintendent, no involvement with the PTA. Suggests to discuss the topic informally after SLT
- GB prefers to have her explanation on record.
- GB and PTA co-president were contacted by Superintendent because grievances were filed against incumbent PTA officers. One grievance was the indirect campaigning by incumbent PTA officers by way of a thank you letter.
- The Superintendent's office has looked into the situation and has decided that all current nominations are cancelled, no one has been disqualified, no more campaigning is allowed, the election will be held on a later date (to be determined), nominations will be taken from the floor. Letters will be sent out to parents.

Adjourned, 8:17AM. Seconded by EM