

MINUTES

School Leadership Team of P.S./I.S. 78Q The Robert F. Wagner, Jr. School

Friday, September 29, 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).

Observer: present

Review / Approval of minutes

- June Minutes approved with corrections.
- May Minutes – TK noticed typo in finalized May Minutes. EV will correct.

Clerical

- Meeting Dates SLT 2017-2018:
October 13, November 10, December 8, January 12, February 9, March 16, April 13, May 11, June 1
- Remuneration forms to log hours for SLT are distributed

CEP

- EV requests clarification regarding the practical task of writing the content of the CEP, based on DoE guidelines regarding SLT tasks. LP clarifies that in our school different groups of people look at different sections of the CEP. All SLT members have online access to the document and can leave comments, as can DoE representatives in the borough. SLT members don't write or edit. The final edited version is submitted by the principal, who is ultimately responsible.
- EV has left feedback in latest version of CEP and LP will go over this to "explain the disconnects you have in your mind regarding what goes on in our school, that's what I think this is for."
- *Morning Message* EV asks if more meaningful execution of the valued ritual is possible. LP explains that chronic lateness is a problem, causing students to miss the message. Reflection on the content happens during the first 8 minutes AND throughout the school day.
Ideas for improvement: Parents' help in preventing lateness, specific incorporation of the content during the first period (EV), involvement of the Student Council regarding content of the message (GB).
- *Value of the Month* EV asks if awareness of the specific monthly values is strong. The students are aware, they get recognized in the class, the value is mentioned at the beginning of the day.
Ideas for improvement: Increase of parental involvement through talking about the value at home (LR), communicate the values to parents on correspondence going home, on the PTA website (GB), through communication with class parents through announcement of values and of the students of the month (EV). GG, GB follow up with guidance counselor.
- *Relationship with St. John's University.* At the current date, there are no student teachers in the school. LP hopes to bring student teachers back this year, hopefully in January. A meeting with a university representative is scheduled. Student teachers receive education credit for their activities in the school and are present for a semester. Unlike TAs, student teachers can only supplement with instruction, are not allowed to run a class. PTA is interested in providing funds for a TA, who could be assigned on a rotating basis to the 3rd grade classes that have class sizes of 30+ students. Approximate cost of TA is \$ 22,000.
- *Tuesdays for Teacher – Parent meetings* EV notes that this opportunity is not well known in parent community. LP explains that the past two years on Tuesdays at the end of the school day teachers are available for parents from 2:30-3:45pm. In addition, teachers offer individual appointments during other time slots. Ideas for improvement: announce this also in School Newsletter (GB)
- *Translation of information in parent package in Spanish / other languages.* LP clarifies that not all parents but only the parents who need it receive the information in another language.

- *Meaning of the term “risk takers”*. LP clarifies that the three groups of students, teachers and parents become risk takers in the learning of the students: Students by taking ownership of their own learning through argumentation; teachers by making decisions about the curriculum; parents by their involvement in the school and working with teachers. Traditionally parents have volunteered during SEM activities. The preparation for the first cycle is now underway. As soon as teachers know what clusters they will be teaching, they will reach out to parents (PTA) for their help and involvement. (VM)
- *Meaning of the term “global education”* LP clarifies “an interdisciplinary approach to learning concepts and skills necessary to function in a world that is increasingly connected and multicultural.” EV suggests adding the clarification as the term “global education” has lost its meaning through overuse.

Parent Coordinator

- Our last PC resigned the first day of school.
- The position was posted before the start of the year. The school received a number of resumes, interviews are set up. The school is looking to fill the position.
- The salaries in the school budget don’t reflect the actual net salaries but averages. The starting salary of the DoE for a PC is \$35,000. The funding for the PC doesn’t affect the school budget.

Middle School Graduates

- LR requested information on the High Schools that our Middle School graduates attend. LP has put together a list of High Schools where students have been accepted.

PS/IS78 Test Scores

- Grades 3-5: 71% of students are at proficiency (level 3,4), in both ELA and Math.
- Grades 6-8: 58% in ELA (increase from 50% last year) and Math – 50% (increase from 30%)
- Scores for Science Test (4th and 8th grade) are 97%, among top in the district.
- DoE publishes data averages for K-8; the data above are separate calculations for Grades 3-5 and Grades 6-8
- For K-8: Scores are 66% ELA, 63% Math.

Bylaws

- Members agree that the two co-presidents of the PTA can serve on the SLT interchangeably. There is no longer one designated PTA co-president who serves as SLT member. If one co-president is unable to attend, the other will take her place. The co-presidents are responsible for all internal communication. Communication info (email) of the second co-president needs to be added to SLT email list.

Position of Secretary

- EV will serve as secretary for another year.

Adjourned, 8:30AM. Seconded by EM