

PS 452 SLT Meeting of Jan 12, 2017, 4pm

Minutes

In attendance:

Charlotte Arboleda
Liz Campbell
AJ Cermak
Alexis Freeman
Jill Gabin
Laura Goldenberg
Margaret Ocampo
Nate O'Reilly
Scott Parker
Beate Sissenich

Guests: Lucy Philipp, Adam Javidi

Call to order: Laura Goldenberg called the meeting to order at 4:04pm.

Approval of Minutes:

- The minutes of December 15 were approved without changes.
- Change in handling draft minutes: The SLT decided that starting from the January meeting, the draft minutes would once again be circulated by email with a "DRAFT" watermark on the copy. The draft minutes are due two weeks after meeting. Ms. Cermak is responsible for posting for public view.
- Once approved, the final copy of the minutes is to be emailed to all SLT members.

PTA President's Report:

- 1/12 PTA holiday party
- 1/18 PEP vote on relocation.
- 2/4 winter carnival in PS452 gym sponsored by Spring Lake Day Camp
- 2/14 teacher appreciation Valentine's Day.
- February PTA meeting: Adam Javidi will be attending.
- March PTA meeting: Planning to invite 1-2 teachers to speak on a subject of teachers' choice, e.g. curriculum on reading, school move, etc. in order to foster teacher involvement in the PTA and to rebuild trust and community. Could be related to school move as well. There was some discussion around what would constitute meaningful

teacher participation.

- April: budget process.
- May: elections.

Principal's Report:

- Student admissions process ongoing, second open house for K completed. Pre-K admissions will open after K admissions close. Expecting to fill 3-4 pre-K sections.
- Middle School admissions: students are taking special tests and interviewing at some of the district middle schools.
- G&T testing for current K-2 in progress; duration is five days total.
- Guides for NYS tests have been arriving. Info to 3-5 grades will go out to families shortly. D3 will hold an informational meeting on state testing on Jan 31, 6-8pm (announced on D3 [website](#) and in PS452 Kidmail).
- Report cards will go out 1/20.
- Teacher Professional Devt: upper grade social studies. After-school PD cycles: currently completing cycle 4 of professional learning. New DOE science curricula sent out, teachers currently vetting; this will be the subject of cycle 5. Cycle 6: new DOE social studies curricula.
- Mr. Javidi and Mr. Parker have been attending monthly meetings with D3 staff focusing on STEM. Mr. Javidi attends math sessions, Mr. Parker attends science leadership sessions.
- Family engagement: Fall coffee cycle has been completed. Teacher teams will be sending out more information on what will be presented on Thursdays and then spring coffees will start.

Teachers' Report:

- SLT clarified that now that the Comprehensive Education Plan has been approved by the DOE, teachers are expected to report on at least one aspect of the plan in each SLT meeting. Changes to the CEP must be passed by SLT and approved by DOE. Chair Laura Goldenberg informed the SLT that DJ Sheppard (D3 family coordinator) had sent an email that by 2/28 the SLT needs to report mid-point progress on the CEP. In cases where there is not sufficient progress, principals are required to identify and make available additional resources and strategies to ensure implementation of the plan. Progress reporting needs to be entered in the DOE's CEP data base by 2/28 and on the school website by 3/15. The SLT will use the meeting of 2/9 to review the CEP, raise questions, review progress toward goals. The CEP is posted on the DOE's website for PS452: http://schools.nyc.gov/documents/oaosi/cep/2016-17/cep_M452.pdf.
- Ms. Arboleda reported that teachers are thinking about revising CEP items 5A and 5B on progress monitoring toward differentiated instruction and adaptive materials. Teachers feel that the goals in their current formulation are not achievable. One question that has

been raised is whether all teachers have enough knowledge on adaptation or need to partner with ICT teachers on specific issues and concerns.

Sub-Committee Updates:

1. **Community building (AJ Cermak):** The next event (2/15) will be structured around games on westward expansion. Need large boxes!
2. **Foreign Language (Laura Goldenberg):** The subcommittee met before winter break. Last week Laura Goldenberg met with Scott to identify what kind of support the administration really needs in order to make foreign language instruction happen. The subcommittee will map out a long-term vision for language instruction for next year and 5 years from now, when PS452 will have 4 sections per grade, assuming the relocation goes through. Goal is to have language instruction twice per week. Now the subcommittee needs a smaller set of volunteers to sketch out a detailed plan. The subcommittee also drafted a job description for a Spanish language teacher. Funding for the position is expected to come from DOE and is dependent on enrollment; this would be a cluster position justified by the expansion of the school into pre-K and additional sections.
3. **STEM (Beate Sissenich):** Next meeting to be scheduled for last week of January, focus will be on curriculum and what other schools are doing.
4. **Transition:** see separate section below.

Planning for the Transition to New School Site:

- Nate O'Reilly reported on the community meeting in Dec., which was attended by DOE representatives. Some of the questions from families were answered, others can't be answered until the PEP vote has taken place. The PS 452 FAQ webpage about the potential re-siting <http://www.ps452.org/potential-re-site-of-ps452.html> was updated in purple to reflect new information. One insight resulting from the community meeting was that the newly purchased air conditioning units will have to be moved by PTA, not by the DOE. The feedback from parents attending the event was mixed.
- Mr. Parker reported on new developments since early January. The DOE will have the PS452 enrollment plan one week after a hypothetical yes vote by PEP on January 18. This plan will spell out timelines for the new school zone, including the deadline by which families will need to express interest in moving to a different school. Principals of all affected schools are pushing for a quick resolution of the process so families and schools know before the end of May. Mr. Parker is planning a visit of new the site by a few teachers, PTA president, and a select group of parent reps. Further, the administration will make requests for Resolution-A discretionary City Council funding (library and other purposes) in February; to that purpose, Mr. Parker is working with the office of Helen Rosenthal.

- Jill Gabin presented preliminary results of the family survey about plans for the next school year. The SLT recommended further efforts to ensure as complete a response rate as possible. Results will be disseminated once the survey has closed and the data have been fully analyzed. Although not everything will be certain, given that the survey is non-binding, the SLT is committed to sharing what it does know, once the survey has a response rate that is meaningful and helpful to the key parent questions.
- Many families have questions about teacher continuity, so Mr. Parker explained that every teacher currently employed at the school is likely to remain funded, though grade-level shuffles may occur. The SLT suggested that this process of teacher assignments be explained at a coffee, especially to help undecided parents come to a decision.
- Structure of transition committee: to be discussed at the next SLT meeting.

Old Business:

- No emails to the SLT email account.
- Safety: no evacuation drills currently bc of weather. Bus drills will be held for all students in order to be prepared for field trips as well. Evacuation drills will commence again in spring.

New Business: none.

Agenda for Next Meeting:

Same, but add “CEP Mid-Year Check-In” to Teachers’ Report. Also add item for “New Business.”

Adjournment: 5:45pm.