

**SLT Mtg. Nov. 18, 009**  
**Started 3:20**

Attended at Mtg.

Guita, Kerri, Bree, Shannon, Dayna, Maggie, Erin, Christopher, Emmy, Tomasz and Wilma.

**Agenda for Today**

**Pa. Update:**

**Principal's Update:**

- Concerns about not following bylaws
- Form a subcommittee to work on the bylaws
- Volunteers minimum of two of each parent and teacher

Volunteers for subcommittee: Shannon, Emmy, Mr., T, & Guita

**Who read the notes? No one?**

**Voting on notes:**

- All slt needs to have more time and needs to be reviewed by members.

We can continue this mtg.

- 1<sup>st</sup>. mtg listening to Olivia Ellis and reviewing documents so there are no notes so we will produce notes.

**Drama Teacher:** suggested to read notes and then we need to email if we read the notes and directly e-mail slt chair with suggestions and questions and feedback.

- Everyone should have copies of notes and must be read in order to go over them and be ready for the next slt mtg. and vote at the next slt mtg.

**Suggestion:**

Any misquotes should be taken off notes.

**Concern:**

What should be the standard format for minutes?

**PA President:**

Notes should contain quotes, a synopsis or a script.

**Suggestions**

Notes should be done or talk about but is should be a free place to discuss things we (slt member's names) need to be protected. Groups should be identified on the notes such as PA, Principal with no name and not be quoted.

Names on the notes should be left out since it may be taken out of context...or lost in translation.

**Principal:**

But notes is a place where it can hold people accountable and feel safe and comfortable to move forward.

**Chair:** will agree with what the staff feels comfortable and will be willing to stand behind what they say.

**PA President:**

See bylaws no cross talking about the minutes.

Hard copies should be available at each mtg. min, agendas, and handouts in the folder that is returned to the office.

**Chair:** minutes should be mailed out a week ahead so slt members can send corrections, questions and comments to be sent out to a central location a "Gate Keeper". A Bylaw committee will review all comments and questions. Any feedback should be sent in by 48 hours prior to the slt mtg.

**Chair:**

Schedule another mtg. Dec. 9 or 2<sup>nd</sup>?

Wed. Dec. chair will email more information about new dates for additional mtg.

Approval of minutes will take place next slt mtg.

**CEP**

Questions should be brought to the slt mtg.

**Principal's Update:**

Gives out a sheet that indicates different jobs that MNS staff members are responsible for in the administrative capacity. (See document given out to slt during this meeting.)

I'm responsible for all of this. I delegate jobs to staff members and they in turn report back to me what is being done or not.

**Lunch committee:**

PA President: We have a plan or list that identifies who is responsible to be downstairs during lunch.

**Workshop for Parents:**

- Toby will have a workshop on Saturday, December 12 from 9:30-11:30 on literacy.
- Not sure when and if Dayna will be able to do a workshop for parents during the month of December that gives information about the arts.

- Harlem institute is working with families again this year on Saturday. The same gentlemen from last year will be working with students.
- Professional Development for the ELL fund this year. Funds will be pulled from somewhere else.
- Counselor and school base support will be eligible for these services
- Extended day attendance is dwindling.
- Five (5) periods for special education
- Regular education up to 10 periods
- Students with below grade level will need support.

**Bus schedule:**

See notes given out

**PA President:**

Inis Brook Fundraiser raised 4, 000 for the school.

Suggestion: there should be a MNS display in order to take during fairs and open house such as the YMHA Mtg.

New Chancellors regulations on Fundraising; there are no fundraising event during school hours.

Fundraising can only be done by parents once a month.

4/5 cohort discussing Moving On and senior dues; mtg. on Nov. 19, 2009

Donated money, shortages for last year, parents are now being part of the process and helping these traditions.

Memory books etc. parents will get excited and encourage to help us brainstorm and work with raising 10, 000 for this year's Moving On.

**Lunch/Recess Summit**

Volunteer for lunch and recess to encourage parents.

Migdalia's responsibility: where is she supposed to be? Need clarity.

**Communication to parents:**

We are getting things last minute or late. Need flyers or email need consistent communication via flyers and or email.

We need to get consistent word out to parents sooner and need translation for parents of other languages.

**Comments and questions-**

**Drama Teacher:** workshop is about 2/3 drama homework. I have an email address and anyone can contact me and see if the drama homework is getting returned.

**PA President:** A Harlem service was \$5,000 last year's and will need to finagle the price this year.

**K/1 Teacher:** what is the budget for this Harlem services?

**Principal:** these services exceeded what was giving last year \$5, 000. Services are every Saturday for 4 hours. This year we are getting two people for less time. Still negotiating for a lower amount.

**Questions:**

**Chair:** PA Memory Book?

**CEP** is reviewed off the projector in order to be reviewed & edited by the SLT.

**Parent Coordinator's** name can't be on the CEP formal form according to chancellor's regulations.

And can be on a sub committee.

**Principal:** will read aloud each paragraph of CEP

In the spring I receive a template from the DOE and asked how much time student spend during the following subjects. How much time is spent on etc...

Curriculum during school hours...

**4/5 Teacher:** don't call it music on the CEP call it something different. Or participates in

**PA President:** some students work with Joyce Theater not Ballet Tech.

Academic music seminar for the 2/3 as well.

**Drama Teacher:** should be added on CEP as literacy through play writing Shakespeare festival. Young Playwrights, mentoring peers in the younger grades 2/3 and K/1 Bard club.

**4/5 Teacher:**4<sup>th</sup>/5<sup>th</sup> grade art elective/clubs-separate clubs

This should be part somewhere else

Drama teacher will have the Bard club for the entire year everyone else will be on a rotation schedule for 9 weeks.

Literacy Teacher -newspaper journalism

Literacy Teacher-cooking

Guidance Counselor-Community services

ESL Teacher -guitar /song writing

Art Teacher-art

Drama Teacher-Drama

**Question:** Where are the folders kept for the SLT members?

Joyce Theater should be included on CEP.

Might milers should be added in on CEP.

4<sup>th</sup> /5<sup>th</sup> Teacher- we need to work on the core information the rest is details that can be added later.

Not all teacher write curriculum letters.

**PA President:** last Pa mtg. wants to know why some classes do and other don't have class parents.

Add to CEP Wellness in the school.

List addendums and list more of what the classroom teachers do and how they work cross grade such reading, math and dancing, sign lang. buddies.

**PA President**-poverty rate; 41 percent will receive full lunch

**Principal:** 56.3 percent that is full or reduce lunch.

Will up date the ELL numbers from 2008-2009.

Multiracial box on DOE report does not consider this so there is no such thing and well will not get credit for this. So it is NA for now on the form.

Paraprofessional: there are 3 paraprofessionals at MNS  
Number of staff?

Since having paraprofessional is a luxury so how are we going to categorize them? So there is only one to one paraprofessional for this year?

Title One status-for this year.

AYP: compare one year to the next if and when to improve one point.