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**Muscota New School  
School Leadership Team Minutes  
Meeting May 19, 2010**

Chair: Kari Steeves

Note taker: Victoria Dallas-Stephenson

Meeting was called to order at 3:20 pm

**SLT Protocol**

SLT member: How is absence or lateness noted at SLT meetings?

**Action Plan:**

**Chair will add "time in" to sign-in sheet. A copy of sign- in sheet is to be attached to minutes for each meeting.**

**Minutes for April 21, 2010**

Read and approved

**PA Report**

70 parents attended the Take Your Parent to Lunch Day; Chef Telepan attended. Suggested we might be able to get sliding fee on Wellness in the Schools.

**Muscota Yearbooks**

Order forms went to classrooms today. PA to figure out invoice process and create a master list. Teachers to collect checks and hang on to them until PA notice.

Ad sales behind, pre-order forms will help raise cash.

Tomasz promised to write check for \$1500 toward yearbook from senior dues money.

**Clearpool**

Is the senior trip to Clearpool on or off?

A parent stated there was a petition against his daughter to exclude her from the trip. Teachers don't feel comfortable taking the child on the two-night trip, as the child accused the teachers of wrong-doing against her. Teacher said taking the child on the trip posed a liability. The union advised the teacher not to go on the trip. Teachers feel strongly that, with parental supervision, the child could go.

## **Discussion**

Principal stated that he had spoken to the union representative. 5 adults are assigned to this trip; this is adequate supervision and the teachers have already committed to this trip. If teachers decide not to go, they will be reprimanded.

Principal states the 2 adults involved signed affidavits stating they would not retaliate against the child. The ratio on the trips is 1:8. Inappropriate to pursue this as it has been stated that there is a petition.

## **Discussion:**

This is a tradition. No teacher is mandated to go on trips or overnights. It is common that children who do not behave properly are left behind for safety. Union rep will further clarify with Union delegate. It was brought up at the meeting, where Principal was invited but did not attend, that teachers stated that they might not be able to go.

Principal states he has met with the family; when asked if anyone else from staff/administration was present at this meeting, he stated there may have been a time during which the family talked to Denise (Parent Coordinator).

SLT member asked why, if the teachers are alleged to have mistreated the child, the family is insisting on the child remaining in the classroom and most especially going on a trip overnight since these teachers will be there.

Principal shared that four classroom teachers and Alli (Guidance Counselor) will be going. Tomasz or Migdalia have been offered as chaperones, as well. Only students who may not go, are those who have been suspended; documentation about ongoing infractions has been collected over time. This child has never been suspended, and has no infractions on her record. There has only been this allegation and the ensuing investigation.

SLT member stated that the child retracted the statement, yet the investigation went on. This is damaging to the school community and the teachers' careers. It could happen to any of the five people on the trip, as damaging as bringing pot into the school. Why is the principal not standing with the staff?

If something happens again, the DOE will come down on the principal and the school.

Principal says he has spoken to the lawyers who have stated that the child cannot be left behind and has the right to go, and the teachers have to go. The trip has been paid for, it is on the calendar, and the plans have been made.

Principal wants everyone to be happy. Always seeks advice and listens to all the parties and this is what it is.

SLT member wants to see the information given by the DOE attorneys.

Principal states that this is a personnel issue and so cannot bring this to SLT.

Chair – The legal ramifications are not personnel issue, because they can go the opposite way as well. If something should go wrong with this child, there could be legal ramifications.

Principal states that this issue has gone as far as the Network Leaders. Principal insists that he has no real say in this situation.

SLT member – Teachers are saying that they are scared of being put in this position. What can you do as a principal? Muscota teachers love their children. When you fight for the teachers, you fight for the children.

Principal states he has consulted the legal department three times.

SLT member – Parents get out of hand and are being verbally abusive to the teachers and Monique (security guard) and Principal does nothing. People don't report things because they know nothing will happen. Principal needs to support and protect the teachers. There is a lot to be said for mediation, instead of going to the legal.

Principal states Muscota is one of the safest schools in our district, only 5 incidents compared to over 200 that some of the other schools in the district. Some parents have had limited access to the building, this year and last year, for inappropriate behavior and are only allowed to see Principal. There are certain laws on the books, if there is an allegation we have to report it. The investigation decides if the allegations are substantiated or not. The DOE put these systems in place to protect the children and the staff. Chancellor's regulations.

Union rep – the principal should first notify employee. See Chancellor's reg A-420. Wonders if procedures are followed in these cases—three to her knowledge this year. To ruin this experience for everyone (Clearpool) is not fair.

Principal states proper procedures were followed in cases of investigation. There are records in peoples files, but these are not available to SLT.

Union rep: The staff feels that the only families that are given limited access are the ones that have yelled at the Principal.

Chair – we need to have another person to supervise this child as the teachers have been put in a catch-22. They can choose not to go to Clearpool and have disciplinary measures taken against them, or go and invite legal action.

Principal states this is not an SLT issue and he will not discuss it further.

Chair will make a report of Principal's lack of cooperation.

Staff member – Was the one who proposed that the child be accompanied by the parent(s) but not on the overnight. The site is one hour away.

There are other children who have been suspended this year, have been told by the principal that they can go on the trip if they behave for the rest of the year.

Is there a way to support the family financially to allow them to go if money is an issue?

### **Action Plan:**

**The parents will be asked to chaperone their child for the Clearpool trip as the safest and least liable option. Further discussion will occur and a definitive answer will be given by Monday.**

### **Graduations**

PA President states the parents who will decorate the graduation site need a permit for the Sunday before graduation..

Principal stated Saturday may be better day for permits.

SLT member reminded that others will use the site as well. Prior graduation would need to be cleaned up, and inflating the balloons on Saturday would allow them to deflate.

### **Action Plan**

**Principal to check with IS 90 to secure a permit for Sunday. PA Pres to be contacted by Principal to give the information.**

Pre-construction meeting has been held with the Principals of Muscota and Amistad. The team is ready to begin the process and is trying to be respectful to rest of the year. Contractor would like to get started in June, but will try. Amistad graduation on June 25<sup>th</sup> may be the only problem. If there are other dates, please let Margaret know. Play street permit has been worked on by Denise; without the street closing, we have no recess plan. If the street is closed, we would need to have conversations around those protocols (safety).

### **Action Plan**

**Recess plan and play yard construction will be put on the next agenda.**

Mini mall date was changed to Friday, May 28<sup>th</sup>. PA wants to know what teachers need – please put wishes in homework letter.

SLT member reported concerns among some families that children without money may be left out of Mini-Mall.

### **Discussion:**

Children always share, and teachers always donate.

Discounts always offered

Tickets for events have been sold but there is a logistical issue, not enough time this year.

Some parents want to have tickets sold instead of kids having money so that everyone has money.

### **Mini-Mall logistics**

Can we switch lunch time with Amistad? Bring in network people to help negotiate.

K/1s are done by 1:15

Principal needs confirmation – please send home copies of mini-mall letters sent home to families.

Monday – Thursday library is to be used for Science testing. Muscota tests its fourth grade students on Tuesday and Thursday. Makeup test will happen on Friday because it is the only day available as library must be set up.

**Action:**

**Principal will find out if movement throughout the building will be allowed. Principal will find out if there are any alternate make up days.**

Discussion:

Staff stated money collected at mini-mall used for pizza parties, it's a global learning process.

Teachers talk about what money can buy, ask children not to bring in big bills.

Parents who volunteer to take kids around end up spending their money on kids who don't have money.

When money is lost, other kids always help out.

Daisies want to have a table from which to sell their wares.

**Action Plan**

**Daisies will be told that they can have a table.**

There has been some miscommunication around school calendar trips and Take Your Parent to Lunch Day. School calendar was developed earlier to avoid this. PA Pres asked that the calendar be developed with new PA Pres after school or during lunch, particularly the K/1s with touring and tests. Nothing on DOE calendar yet. June 9<sup>th</sup> is the PA election.

**Action**

**A group of people will come together to plan the schedule. Cohorts will choose one representative, although all are welcome. Shannon will send the message.**

Last PA meeting, the PA got professional translator who is trying to get DOE #. Principal stated if this happens, parental involvement funds can reimburse PA and Margaret.

Incoming K parents are concerned that they did not know that the Muscota staff was not on board with changes in school as planned by principal. Parents want their children in monolingual school. The PA meeting ended on a high note. The principal was not present.

Next PA meeting next week will be held in the evening as science tests are scheduled for next week AM.

Vending machines – should not be in shared space if Muscota is not benefitting from sales.

Teacher Appreciation Day – PA wants to come into classrooms w/o teachers present to tell children to make something nice for their teachers.

Vending machines

Both schools must sign off on them. If Muscota Principal has not signed off, it cannot happen.

Lunch for mini-mall

If we have lunch in the classroom, there will be no outside time.

### **Next meeting**

**May 26<sup>th</sup>**

June 2<sup>nd</sup>

June 9<sup>th</sup> – PA elections

June 16<sup>th</sup> SLT meeting (last meeting for the year)

### **Principal's Report**

Action Plan

Old Business

New Business