

PS 516 Sunset Park Avenues Elementary School Leadership Team (SLT)
October 21st, 2025

Start time: 4:40 pm - End time 5:30

Topic:

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October 21st, 2025
4:40- 6:30pm

Topic: SLT Zoom link

<https://zoom.us/j/93676928466?pwd=o7Nahx3cXEPTfFjrRnuKssf8hTGbDo.1>

Meeting ID: 941 6199 4836

Passcode: 025852

Present	Absent	Guests
Principal - Jessica Knudson UFT Rep - Gabe Radbel PTA President - Jody Avirgan Co-secretary - Erica Lessner Co-secretary Parent- Leonard White Parent- Karina Albistegui Adler Chair- Amber Benham Co-chair - Timekeeper- Teacher - Jennifer Sanchez Teacher - Erica Lessner Teacher - Amber Benham CFL Coordinator- Olney Edmonson Natalie Francisco	Gregg Stankewicz Zainab Akbar Erica Doyle	

Agenda

Mission: The mission of the SLT is to provide a forum for parents, administrators, and staff to collaborate and function as a unifying voice that reflects the diversity of our student body. SLT is a space to enact change and enhance the quality of education at PS 516, with the goal of developing kids as people who have agency over themselves and their world.

[SLT Resources](#)

- Call to Order - 4:45
- Greeting -
 - a. No greeting because of time
- New Roles- New date and start time Vote
 - Chairperson or co-chair - Benham
 - Secretary or co-secretary- Lessner
 - Timekeeper - Erica Doyle
 - Other roles -
- Principal's Report -
 - a. Dates/Times for Jan- June
 - b. Grants
 - i. Early Learners Arts Grant
 - 1. CMP coming back to work with PK and K
 - 2. CASA Grant for Inside Broadway (Midtown Management Group)
 - c. Middle School Updates
 - i. Middle school application is open
 - 1. Closes December 12th
 - 2. Open houses have started, Gabby is sending flyers
 - 3. Assistance for middle school clinics - 5 families showed up throughout day to get help from Gabby, offering more in November.
 - 4. Official middle school meeting November 7th at 8:30 for all families that have questions
 - d. Lunch/Recess
 - i. Thank you to volunteers - many families offered to volunteer to help with lunch and recess.
 - ii. Always looking for more - call school and ask for Gabby or email - she provides training.
 - iii. Parents volunteer with grade their child is not in.
 - e. Bathrooms & Gender Neutral Bathrooms
 - i. Working on getting a letter vetted by legal to go home to everyone
 - ii. Gender neutral bathroom locations:
 - 1. In K557 - 2 bathrooms on each floor, 2 side by side with stalls.
 - a. 1st, 2nd, 4th floor - labeled boy and girl
 - b. 3rd floor - gender neutral bathrooms - labeled gender neutral - students can choose
 - i. If students feel strongly about using boys or girls they can go up or down a floor.
 - 2. In 333 - all bathrooms are single stall in classroom or there is a single stall, large bathroom - used by one person at a time.

- a. Cafeteria and gym are boys and girls bathrooms.
 - b. 3rd floor and 2nd floor - stalled bathrooms, only used by middle school, to avoid our students being there at same time as middle schoolers.
 - c. Bathroom expectations will be shared with staff and taught to students by teachers before they are used in bathrooms.
 - d. Correspondence will be sent home to families on these policies.
- f. Science
 - i. Questions around 5th grade science test
 - ii. October 28th - sit with families with the questions about how we are/will be implementing science to prep students for the test.
 - iii. 5th grade teachers are using skill building time for investigations to keep it consistent - 1 period/day for a week.
- g. Student enrollment
 - i. Last year register projections - what we are funded for.
 - 1. We are 43 kids under our register projections. We could owe money if we do not meet these expectations.
 - 2. No classes are small enough to consolidate - then we won't hit small classroom mandates.
 - a. 20 K-3rd, 23 4th-5th
 - 3. Strong priority to keep teachers and keep classes from consolidating. Budgeting ramifications - may have to pull from other sources (subs, etc).
 - 4. Bridge class - Principal feels strongly about not bridging classes mid year and not moving families who have chosen dual language.
 - 5. Enrollment has been dipping since pre-covid (had 500 students). Trend across Sunset Park. Many move out of state or out of country, not many going to new schools.
 - a. Enrollment committee needed - asking for a parent volunteer to start.
 - b. Middle school is leaving next year - we want to fill the space.
- h. Sensory Room
 - i. THANK YOU PTA for purchasing - padding is going up on the walls.
- Teachers' Report -
 - a. Possibility of hiring a science teacher for future years
 - i. No budget - science solution given in principal report
 - ii. Possibility of revisiting for next year
 - b. Typing software?

- i. In the past we've worked with typingclub.com, looking for funding or possibility of PTA funding.
 - 1. Can be used as a center
 - c. Thank you to PTA for sensory supplies
 - d. School lunch forms
 - i. Family financial forms - wondering if we are helping to support our lower income families complete it as our title 1 funding depends on it.
 - 1. Is Gabby reaching out to help families?
 - a. Gabby has been sending out the link
 - 2. PTA adding it for meeting tonight.
 - 3. We need ALL families to fill it out - many families who don't qualify don't fill it out - they need to as well.
- Parents' Report -
 - a. PTA events updates
 - i. Lots of events coming up - coffee for TT and FF
 - ii. Movie night Friday
 - iii. PTA Fun Run - Sunday - staff welcome to join
 - iv. Marathon watch party
 - v. Book bodega for December
 - vi. Winter Market in December
 - b. Fundraising ideas
 - i. Brainstorming session at PTA meeting tonight - big ticket fundraising
 - ii. Teachers want t-shirts, how do we get them?
 - 1. day/time to sell t-shirts - lunch times, Monday after school during PD time.
 - c. Dycd advocacy
 - i. Big push for parents to show up at meeting - some families at CEC meeting here at 516.
 - 1. Ms. Knudson asked that the issue be added to the agenda as it affects community education.
 - ii. A parent mentioned a focus group with Alvarez for families on same day at 8:30am, another place to advocate
 - 1. https://drive.google.com/drive/folders/1SZ_E9BLFP9JAzXgsjtwYMBIrEjnY7Ea
 - d. Science program
 - i. Questions about science test and preparation.
 - 1. Test in June
 - 2. "Investigations" have to happen as well - the investigations are more hands on, we are doing these separately from science instructional time (during skill building time) with teachers so that students still get time with the curriculum.
 - 3. Is there a support program - supplemental - potentially funded by PTA?

- a. Saturday Academy
- b. Parent volunteers?

- CFL Report
 - a. After school is up and running! We currently have 2 spots open - one 5th-grade, one 2nd-grade group; we have a waitlist of
 - i. No K, 1st grade spots open
 - b. LEAP
 - i. Middle school after school program - CFL is sharing the space.
 - ii. Sharing space going smoothly, had joint fire drill today.
 - c. Hispanic Heritage Month Event
 - i. Shout out to all involved! Fun event.
 - ii. Compile list of glows and grows to make next year even better
 - d. Upcoming Family Events
 - i. In-house Halloween event for CFL Participants
 - 1. Next Thursday
 - ii. CFL + PTA Family Potluck
 - 1. Biggest event of the year - date: Friday, November 21st
 - e. SIS
 - i. Support in Schools - reminder they are in the building. They have office hours TBA.
 - f. Lost and Found
 - i. Lots of lost and found items - what are ways we deal with it?
 - 1. Clothes rack out front - location
 - 2. Send message - lost and found cleared out 3 times a year or it will be donated or thrown away.
 - 3. Last year - laid out and took pictures, sent to families through email and remind - helpful but time consuming.
 - 4. Handbook - telling families to label everything, write it inside the item so its easier to identify.
 - g. **DYCD SURVEY:** We want to hear from you about what your neighborhood needs! NYC's Department of Youth and Community Development (DYCD) has created a survey called the Community Needs Assessment to hear what programs and services are needed. DYCD uses this survey to update and improve programs. Speak up and let your voice be heard. Don't let someone else determine what services and programs get funded in your neighborhood. Please help us spread the word! Take the survey today and share with every New Yorker you know!
<https://arcg.is/10zazi3> CAN WE SHARE WITH PARENTS
 - i. Sent to Gabby, will send again.
 - ii. Goal to hear from many families - increase likelihood of securing funding
 - h. DYCD invites you to participate in the **2025 Community Needs Assessment Public Hearing** for your district. These hearings are a

critical part of the City's effort to gather public input on the services and supports your neighborhood needs most. **Date:** Tuesday, October 28, 2025 - **Time:** 6:00 PM – 7:30 PM **Location:** Brooklyn Public Library – Sunset Park Branch
5108 4th Avenue, Brooklyn, NY 11220

Zoom: zoomgov.com

Meeting ID: 161 901 9880

Passcode: 414578

The CNA informs how city agencies invest in communities like yours. This is your chance to raise concerns and suggest improvements — from youth programs and childcare, to food access, health services, housing, employment, and more.

*Talk about at PTA meeting later tonight.

- New Business
- Public Comments
 - a. Food needs, SNAP benefits
 - i. Non-perishable foods available
 - ii. Service in Schools key in supporting this - Teachers connect with Olney about this.
 - iii. South Brooklyn Mutual Aid
 - iv. Letting families know that it's safe to tell us - work on messaging - emotional safety - privacy respected. Schedule SIS to be in the school at certain times and give guidance.
 - v. Resource fair - communication needs to be better so PTA can amplify.
 - 1. Parent idea - resource fair happening closer to beginning of year to build rapport (originally scheduled for that time - many orgs needed to reschedule)
 - 2. Signage to advertise
 - 3. Start planning the year before
- End time - 6:37

Next Meeting-

11/3 - 4:45

12/17 - 4:40-5:30