

PS 516 Sunset Park Avenues Elementary School Leadership Team (SLT)  
January 8, 2019  
5:00 - 8:00 p.m.  
Mezzanine Room

Present	Absent	Guests
Jill Smith Rachael Sullivan- UFT rep Amber Rashid Michelle Giambo Amanda Blevins Meghan Wilder Courtney Epton Deanna Abrams -PTA rep Carrie Fleming Tory Messina	Amy Miles Tara Bringley	Jessica Knudson

The meeting was called to order at 5:17 pm.

We read last meeting's [Minutes](#) and approved them with edits.

### **Principal's Report**

Ms. Smith shared that we've noticed more electronics popping up including smart watches and airpods. We discussed revising the electronics policy to include smart watches and other smart devices and state that if the devices become a problem, they will be asked to be put away, and if that doesn't happen, they will be taken away by an administrator.

We reviewed our Classroom Assessment Scoring System (CLASS) results for the 2018-2019 school year. This assessment assesses teacher and student interactions in pre-k. Our classrooms exceeded citywide averages in all categories. Our classrooms also improved in all areas from 2015-2016.

We reviewed the register projections that the city has given us for 2019-2020 as well as Ms. Smith's proposed adjustments. We are currently underfunded in special education because we had many students move into the district with IEPs who were not accounted for in our initial funding. Ms. Smith's approach has been that we would rather be overfunded and put the money aside to pay back if we have to. All of our students are zoned students, zoned with siblings, or sent to us through enrollment.

We discussed the space challenges we are currently facing and those we will face next year. We already know we need 2 more classrooms that don't currently exist. We do plan to use the current OT/PT/Reading recovery room as a classroom for next year.

Next year, we are hoping to have no more than 25 dual language kindergarteners so that we will only have 3 kindergarten classrooms and therefore can utilize the 4th kindergarten classroom from the 2018-2019 year for another grade in 2019-2020. If need be, pre-k will be reduced to 2 classrooms. The building across the street is supposed to open in the fall of 2021.

We reviewed several homework packets from across the school. Parents and teachers think that the current homework conveys the following:

1. Homework is important.
2. If you can't do this, something is wrong.
3. Homework is important for kids to get extra practice.
4. This is what we are doing in the classroom and you do what you can.

We discussed the best way to survey parents, teachers, and students on their views on homework. We came up with the following: send out electronic and paper surveys, have forums/meetings both during the day and at night, and a community board where parents are able to share their thoughts on homework in their own language on post-its/chart paper.

### **Teachers' Report**

Teachers shared that a team of staff came together to work on how to implement our new core values within the school. This team came up with lessons to be taught at each grade level for each core value. The whole staff met during Monday professional development time to further lesson plan and figure out how each grade will implement the lessons.

### **Parents' Report**

We discussed our current report card grading system. Ms. Smith shared that the report cards are a standards performance-based measure, which means they are a quantitative measure and they measure students' independent work. There is no citywide report card policy.

As next steps, we need to think about how we inform parents about our grading and report card policy. We also need to think about how we have a consistent message from grade to grade.

Ms. Smith mentioned that we could try and SBO for some additional half days where the half days could be dedicated to parents and teachers getting more facetime. There are many things we can SBO including how our Monday and Tuesday time is spent. SBOs have to be voted on before the end of the year. There are many levels of approval. Discussion around possible SBOs should start around March or April to give time for voting.

### **New Business**

Teachers shared out strategies they have used to increase parent involvement during Family Fridays. These strategies included: having parents lead cultural presentations or presentations related to their personal careers or interests, as well as focusing less on ELA and math concepts and more on social studies topics.

We discussed sending a survey home asking for parent volunteers to lead Family Fridays and also asking teachers to follow up in person. We discussed having a central place for parents to sign up stating what they are interested in and what grades they feel comfortable working with. This could include a guest reader, dance, song, etc...in your home language.

Ms. Smith shared she will reach out to our graphic designer to adjust the logo on our school clothes to include PS 516 moving forward.

Meeting adjourned at 7:46 pm.