

PS 516 Sunset Park Avenues Elementary School Leadership Team (SLT)

June 11, 2019

5:00 - 8:00 p.m.

Room 219

Present	Absent	Guests
Jessica Knudson (Principal, IA) Emily Baskin- UFT rep (proxy) Michelle Giambo Amanda Blevins Meghan Wilder Deanna Abrams -PTA rep Brenda Garcia Carrie Fleming Tory Messina Melody Sosa	Amber Rashid Courtney Epton	

The meeting was called to order at 5:18 pm. We started the meeting with an icebreaker and introduced our newest parent member.

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

Principal's Report

Ms. Knudson spoke to Ms. Skop who let her know that because Ms. Smith's leave doesn't officially start until June, the C30 hiring process cannot start until September or October of 2019.

CEP

Ms. Knudson shared that the CEP format and focus has shifted for 2019-2020 as per the city. Currently, in iPlan (the CEP online portal), there are four areas of focus for our school: ELL progress, math, ELA, and supportive environment. We came up with preliminary goals for the focus areas of math, ELA and supportive environment and started to fill out the action plans for each on iPlan. We still need to finalize a goal for ELL progress.

Key ideas included:

- Clear and visual goals
- Purpose of reading goals: increase comprehension

- How to communicate reading goals to families: workshops? In school events? Videos? Some families? How to target families who might really need the support? How to share the work between families and teachers?
- Math- how to build engagement and/or language in math.

The entire plan is due on June 28.

Parent's Report

Ms. Abrams asked who she should reach out to in Ms. Nieves's absence, and Ms. Knudson stated she should be the point person in place of Ms. Nieves. Ms. Knudson shared that there are teachers who have volunteered to work in the office during their preparation periods, however, we are also looking for parent volunteers in the office.

Meeting adjourned at 8:11 pm.