

PS 516 Sunset Park Avenues Elementary School Leadership Team (SLT)
 October 8, 2019
 5:00 - 7:00 p.m.
 Library, Room 418

Present	Absent	Guests
Amanda Blevins Roberta Cordeau Jessica Knudson Rachael Sullivan Claudia Lechuga Dennis Holinka Brenda Garcia Tory Messina Dayanna Davis	Catherine Sanchez Emily Baskin Serafin Luqueno Melody Sosa	Bianca Rios Roxane Dopson

The meeting was called to order at 5:09 pm.
 We read last meeting's [Minutes](#) and approved them.

Follow-up: Ms. Knudson emailed about the parking lot with the following requests: 1) to repave the parking lot; 2) put padding on the parking stops; 3) put up a fence to prevent bricks from falling; 4) closing the space between gaps; 5) protective barrier on the bricks, like foam padding. It was asked what parents can do to help present to the Diocese.

Principal's Report

- Bianca Rios invited by Principal as guest to inform about new math assessments.
 - Looking to add a formative (informal) assessment for grading via exit tickets because some grades only have ONE summative (formal) assessment for the first marking period. Adding this formative evaluation would give a more holistic picture of each mathematician. Examples of first and fifth grade exit tickets were shared. Many teachers already use these tools to create groups to form small group instruction, it is now being looked at to possibly quantify grades. These exit tickets are used as a check for understanding. Dennis asked for clarification around EngageNY assessments - there are beginning, middle, and end of unit assessments. Bianca explained that not every module has evenly spaced out assessments, some units have long stretches between summative (formal) assessments, thus creating a more partial picture of a mathematician. On the school level, every school has to make adjustments to curriculum to differentiate. Currently, as a school, our entire math grade on report cards are only based on ONE summative (formal) math assessment. Dayanna asked for clarifications around how these tickets and formative) informal assessments will be used. Jessica Knudson explained that each grade would make decisions according to

the needs of each grade's curriculum. So, an option would be 20% formative and 80% summative assessments that would make up a grade. Roberta asked how 20% was chosen, Jessica explained that it was based on feedback from teachers and these numbers could possibly be adjusted. Dennis asked for clarification around timing of tests and how/which exit tickets would be used. Roberta, Jessica, and Claudia explained that this option would be used throughout the units and, again, would be used to provide a fairer and more whole picture of each mathematician's understanding. Claudia asked for clarification about if each grade would be using the same percentages regarding use of formative and summative assessments - YES. Additionally, teachers would collaboratively decide which formative assessments would be used. This method of grading math can be used moving forward, obviously cannot be used for the unit just completed. Staff explained that some units build upon the previous unit, some do not, each unit does work to contribute to a whole entire yearly cumulative curriculum. Claudia asked how these scores/this information can be shared out with families so that they can track gaps in their child's learning and where they could possibly help at home; exit tickets can be sent home, mid-module assessments can be shared and sent home, the final assessment needs to be kept for child's cumulative folder, this is more challenging to send home.

- Grading proposal: Nov-March, trying out exit ticket; November report card, March report card separate, June averaged
- Budget adjustment gap due to enrollment drop (after money has already been set aside and given/used). We were projected for 449 students, currently at 419 students, causing the budget deficit.
 - Every class is below 28 students, most classes are below 23 students. DOE is suggesting consolidate number of classes because we have a dual language program, this cannot happen. Jessica is looking at ways to pay this money back aside from collapsing classes.
 - The first area that we can look into is eliminating KidzOrbit because this uses the greatest part of the budget - they are a staff of four that supervises recess. Jessica is asking how the PTA can help. Is the PTA willing to pay a portion of this? Dennis and Claudia offered to take this back to PTA for a common discussion. Jessica wants to know what parent feedback is - is this important to the community. Her stance is that recess is highly important. However, the DOE does not mandate recess and many DOE schools do NOT have recess. Roberta stated the many benefits of recess and how it would be a great loss to not have this during our day. Claudia, can the DOE cover the cost of recess because Kidz Orbit is necessary due to the structure of the building. Unfortunately this is not possible. PTA will bring this information back to the PTA.
 - Jess is not *super* concerned about losing this, at this point because there is a possibility that the numbers may change do to flux in enrollment. Jess explained that if a student that is an ELL or SPED, the school will receive monies accordingly.

- This is the first year we have been in deficit and we are not in an “at risk” place right now. If we cannot address this deficit, it will rollover into the next school year. Jessica has already paid back a portion of the deficit.
- Jessica was adamant that cutting a salary as a solution to pay this deficit back is NOT an option.
- Brenda suggested asking for \$5 from each parent to address some of this cost, Dennis explained that this could affect the Direct Appeal monies, which is what the PTA is already ask to get from parents. This has raised approximately \$7,000. Again, Dennis will bring this back to the PTA. Tory mentioned a “reimagine” grant to possibly look into to address this recess cost.
- Claudia asked what else this deficit means for the budget. Jessica explained that the monies set aside for per diem subs, per session, and PD hours will be affected (minimized). Again, if the deficit rolls over to next year, it can be preemptively addressed then. Also, the budget is being slowly chipped away at each time it is updated.
- Can grants be looked into more seriously and can this be done on a tight deadline? KidzOrbit has been flexible with payment in the past, maybe a grant can be used for them.
- Snack Policy
 - PTA has expressed that parents want children to bring snacks from home versus classrooms being given \$5 for teachers to purchase equitable snacks for entire class. Parents were concerned that there isn’t enough food provided, and the quality/content is not adequate. From teacher perspective; at times children are being given too much snack, and also unhealthy snacks. Jessica noted that the DOE does *not* mandate a snack policy, it is optional. Some grades do choose not to have snack, some do not; as a school policy this has to be addressed across the grade.
 - Claudia suggested giving this snack task to a class parent; for them to budget, choose, and purchase snacks. Roberta suggested that maybe PTA could come up with a list of approved snacks to purchase to satisfy Dennis’ ask about parents having input on what is purchased per grade.
 - Claudia mentioned that the delivery of snack policy could have very much put parents off and if it was delivered in a different manner this could have been avoided.
 - If a child has dietary restrictions; this must be provided from home.
 - This issue has come up a LOT across school.
- Changes to Title I
 - Needs to be a Title I Parent Advisory Council (PAC); PTA president has to participate in this new extension. 1% of Title I funding goes to PAC. Previously, SLT would vote on how to use this 1% of funding with the Title I Committee - it was loosely in practice.
 - Jessica is still waiting for exact amount. This funding is informed by the amount of free lunch that school receives.

Teachers' Report

- MOSL
 - MOSL Committee decided that MATH MOSL Assessment will be the determining factor that teachers will be rated on. Bianca explained how teacher growth is determined by this number and how the committee chooses these options from a list of options given by DOE. MOSL Committee chose math based on the charted student growth in previous years

Parents' Report

- Hispanic Heritage Night
 - Date 10/18. Will be similar to last year. Permits were filed and a meeting will
 - Next exec board meeting was rescheduled for October 8th.
- Fund for Classes
 - Started to be paid out. PTA is trying to build membership and getting more folks involved. PTA is trying to get folks involved and dedicated to one specific task.
 - PTA intentions are to do many of the same tasks as last year, with the addition of school yard sales, and a spring fair - similar to the winter carnival but set in spring
 - Dayanna asked about opportunities for fundraiser: she has experienced holiday fairs (Christmas, Mother's Day, Father's Day) that have been successful fundraisers. 5th grade is looking for money for graduation.
 - Roberta suggested asking for donations at movie night. Also possible to sell popcorn at movie night as a fundraiser.
 - Brenda suggested that the PTA could sell food for teachers as a fundraiser. Parents could cook homemade, healthy lunches or coffee for teachers that teachers could buy.
 - Family Friday coffee from Judy's might be another opportunity for funds.
 - Two sites to consider when creating funding: Schoolholidayshop.org, holidayshop.org
- Special Ed
 - Dennis is looking to have some folks come to the school that may share expertise in language development/special education
- Google Group
 - Outreach is going out to include Chinese members, this has been a little more challenging. Some contacts were made at first PTA meeting.
- Questions/Concerns
 - Last year's plant sale had plants left over, not picked up and/or not paid for. There was some chaos surrounding this. PTA doesn't want to put money forward for this until it is clarified. Cara and Raquel will be working on this.
- Morning PTA Meetings

- This is in process. As of now, none have been scheduled. These AM meetings would be more informal. It was addressed that in the past, AM meetings often had more people than PM meetings, with more Chinese-speaking families. Coffee with the Principal was another opportunity for more people and different people to have their voice heard.

New Business (10 minutes)

- Participatory Budget Idea deadline is 10/10 (this happens city wide)
 - Residents submit ideas to be placed on the ballot. Funds are allocated for special projects, like a grant. In the past, we proposed getting an air conditioner for the multi-purpose room, but it never was put on the ballot. Many folks did use the community portal and it seems there wasn't much movement or attention given to these voices to move this ask/proposal forward. We need the voice of more folks to get Menchaca's office to pay attention to our needs. This process is not blatantly apparent to the parents trying to push the needs of our school forward.
 - The only school related items that can be proposed are tech and school renovation related. The website offers a lot of clear parameters: <http://ideas.pbnyc.org/page/guidelines>
- Vehicle Accidents in neighborhood
 - There have been accidents very close to the school building
 - Also, reports of children being picked up/abducted near school
 - Claudia is asking if a pamphlet could be made to inform - what is feasible to spread extra awareness? Dennis asked for a speed trap (camera) petition - one already does exist here. There is a citizen app that can be tracked, but in the past, this has led to inaccurate information being used to make unnecessary decisions.
 - What can we do around safety awareness for our students? This is especially important for student walkers. Also, the construction site across the street is breeding a lot of speeding. Halloween is upcoming, this could be good timing for a learning opportunity. There is a DOT safety outreach program that maybe we can contact for school workshop. Maybe CFL could offer workshops for families, too. It was also suggested that NYPD 92nd Street officers could come lead workshops, but it was suggested that the NYPD presence in our neighborhood and city is sensitive at the moment. Can we include our crossing guard in these possible presentations? This is a face that is recognized and maybe feels more safe for the school community.
- Amanda brought the attention back to the need that SLT meetings need to be centered around CEP goals, and for greater clarity in creating agenda, what goal can the SLT concentrate on for next meeting. There are currently four, fewer, goals which makes it easier to focus on. The approval of these is still pending as per Jessica.

Meeting adjourned at 6:58 pm

Action Item From Meeting	Owner(s)
Brainstorm ways of raising funds (reimagination, holiday fundraisers, reach out to other schools how they have raised funds, establish parent groups, direct donations from Felix Ortiz? Other reps, state senators, etc.).	All members