

Leadership Minutes
September 23rd, 2013

- Ms. Allotta opened the meeting.
- Members Present:
 - Celia Kaplinsky, Principal
 - Joanne Allotta, Teacher/Chairperson
 - Yvette Abreu, UFT Chapter Chair/Teacher
 - Rosanna LaFroschia, Teacher/Recording Secretary
 - Lori Accovelli, Teacher
 - Merrie Levine, Teacher
 - Maria Rivas, PA President/Parent
 - Gina Dellolio, Parent
 - Ann Marie Stabile, Parent
 - Helene Selter, Guest/Parent Coordinator
 - Annette Green, Guest/School Safety Officer

1. Welcome

*Joanne Allotta reminded everyone that items for the SLT agenda can be emailed to her. At this point, a form went around asking for everyone's email address. She also reminded everyone that non-members can voice their opinion but cannot vote on issues.

*Copies of the SLT 2012-2014 by-laws are available. Members are expected to be present during monthly meetings. If a member is absent for two or more consecutive meetings, an alternate member will be put in place.

*Those who serve as members on the committee are entitled to a stipend at the end of the school year. Twenty hours are to be served in SLT meetings and ten additional hours of community service to our school. There is a maximum of thirty hours accepted.

Ms. Kaplinsky clarified that service hours are time that we put in to benefit the students. Some examples include CEC meetings, Spring Hop supervising/assistance, Carnival supervising/assistance, and volunteering to assist in the kitchen after-school program. If members serve less than thirty hours, they may be paid accordingly. Specifically for members of the PA< the PA meetings do not count but picture day does.

2. Election of a School Leadership Chairperson

*There was a unanimous vote to extend Ms. Allotta's term as chairperson.

3. Review and Approve Minutes from the June 2013 Meeting

*Lori Accovelli and Maria Rivas reviewed and approved the minutes from the June 2013 meeting.

*Ms. Kaplinsky advised us that the lights will be changed in the classrooms.

4. School Safety

*Helene Selter expressed concern of the East door being uncovered at morning arrival times. She opens the door on east 1st street at 7:45am. Bus children enter through the

front door. At 8am Teachers and Paras come down but seem unsure of duties. Parents have complained to Agent Greene and we must get to the bottom of this issue. Ms. Glazer must specifically assign door duties to staff.

*Ms. Kaplinsky added that a letter is going home as of October 1, 2013 stating that parents are no longer allowed in the building at arrival times, even PreK parents. Paras will be available to escort students to their classes.

*Helene Selter also brought up the issue that at 8:40am the rest of the school is arriving and at this point teachers have already started bringing classes up. She requested that there be a protocol in place for students who are late.

*Yvette Abreu suggested that the East 1st street door be closed at 8:35am.

*In addition, the clocks are wrong in the building. They do not match the cell phone times and so there is a miscommunication between in school personnel and parents. This issue is in the process of being corrected but for the time being, we should all be going according to our cell phone times.

*Another issue was brought up about parents who are running from door to door during dismissal times.

*Children are being dropped off by the bus as early as 7:20am.

*Substitute School Safety officers are to be sent to the school in the event of an absence. Ms. Allotta requested the number to call in this event and Agent Greene will get that to her ASAP.

*Agent Greene brought up the extra curricula activities going on throughout the building. Ms. Allotta will speak to Mr.P and Ms. Furman about coming down to pick up the children at 8am at the East 1st entrance. A suggestion was the print out ATS sheets and mark who is in dance/music in the morning so that if a student arrives late, he/she can be directed on where to go.

*Members of the PA must wear their badges.

*No parents should be sitting at the security desk.

5. Instructional Expectations for the 2013-2014 School Year

*ReadyGen and GoMath are the two new programs in place for the 2013-2014 school year.

*The new teacher evaluation system is called Advance.

6. Quality Review

*Two unannounced quality reviews will be taking place this year throughout the city. The superintendents are making sure that teacher instruction is aligned with the CCSS.

7. Lunch Forms

*PA encouraged parents to bring in the lunch forms. If any parent needs help completing the form, assistance is available and translations are available. Lunch forms impact our funding and therefore are very important. The lunch forms also come in languages other than English.

8. Garden Update

*Ribbon Cutting 12/4/13 or 12/5/13.

*Ms. Kaplinsky wrote a lovely letter to Michelle Obama and included an article about our school.

*The greenhouse is complete.

9. Kings Bay Y

*The Kings Bay Y has been making constant modifications as necessary. They are having a Carnival on 9/29/213. The garden staff will be involved in the Carnival.

10. Meeting Dates:

- 9/23/13
- 10/21/13
- 11/4/13
- 12/9/13
- 1/6/14
- 2/3/14
- 3/3/14
- 4/7/14
- 5/5/14
- 6/2/14

11. New Business

*Our Lady of Grace School will be having religious instruction at 3:30pm. So there will be no early dismissal for OLG.

*There was an issue with students who were sent out to the garden area to deliver kitchen compost and then the doors locked behind them. Students weren't able to get back in the building. Garden staff should always be present by the doors when students are throwing away compost. Students were let in the building by PA members. Ms. Kaplinsky will address this issue with the garden staff.

*A suggestion was made to have a uniform slip made up the send home in the event that a student is out of uniform.

- 10/24/13 Picture Day
- 12/10/13 PreK Picture Day and Retake day, 8am Faculty Picture
- 10/21/13 Pumpkins will be distributed to third, fourth, and fifth grade classes and are due 10/25/13
- 10/25/13 Halloween Bake sale, children can vote on pumpkins
- 10/28/13 or 10/30/13 Pumpkin Patch for the lower grades
- 11/1/13 Chocolate sale begins
- 12/2/13 Chocolate sale ends
- 12/19-20 Holiday Sale
- 11/1/13 Box tops due
- 10/1/13 Snack program

*Ms. Kaplinsky and Ms. Allotta closed the meeting.