

Leadership Minutes
November 6th, 2014

- Members Present:
 - Donna Neglia, Principal
 - Joanne Allotta, Teacher/Chairperson
 - Yvette Abreu, UFT Chapter Chair/Teacher
 - Rosanna LaFroschia, Teacher/Recording Secretary
 - Marni Hagel, Teacher
 - Merrie Levine, Teacher
 - Suzanne Olney, PA President/Parent
 - Gina Dellolio, Parent
 - Karen Ercole, Parent
 - Danielle Minetti, Parent
 - Alicia Mohammed, Parent
 - Olivia Parker, Edible Schoolyard
 - Helene Selter, Parent Coordinator

 - Mrs. Allotta opened the meeting.
1. Review and Approve the Minutes from the October 2014 meeting.
 - Mrs. Neglia and Danielle Minetti approved the minutes.
 - Everyone wore blue for Anti-Bullying awareness last month.
 - Mrs. Neglia explained to us that she and Ms. Glazer are looking into the budget to see if it is possible to purchase school shirts for the staff of PS 216, which will be worn on School Spirit Days.
 - Yvette Abreu suggested a monthly Assembly Day.
 - The SLT also discussed the possibility of trying to have a Formal Assembly monthly beginning in January.

 2. Instructional Calendar days
 - Mrs. Neglia explained that we, as a school, are taking ownership of our goals, gaps, and shortcomings. We have noticed, across the school, that there is a lack of time for independent reading. Teachers are trying to make the curriculums their own to fit the needs of the students. One way to do give teachers the time to do that might be to have a vote for non-attendance days. Another way to do that is to hire substitute teachers so that teachers can plan. If we had a non-attendance day in January, it would be for teachers to plan for March and if we had a non-attendance day in the late spring, it would be to plan for September. Yvette Abreu suggested that we look at the calendar to pick the right time and schedule these non-attendance days around the assessments that are coming up. Mrs. Neglia is going to look into if and when we have to make up the instructional time. The School Leadership Team voted unanimously for the necessary non-attendance day(s).

3. Leader in Me

- Social/Emotional Program Conference Call with Christina
- Christina is a representative from *Leader in Me*. She began by explaining how *Leader in Me* came about 25 years ago. The program is based off the *Seven Habits of Highly Effective People* by Dr. Steven R. Covey.
- Applications are being accepted beginning December 1st, 2014. The process and requirements for a grant can be found at www.leader.org. The program is approximately \$5,000 per year for a 3-5 year commitment.
- Mrs. Neglia explained that what she likes about the program is the common language and that the children study the specific attributes that make success. Considering the programs that we have at our school and the Edible Schoolyard, it seems like an innovative way to join everything together. It also has a parent component and parent engagement activities can be based around this. In addition, the program is about students setting goals and tracking their own progress, which is great for them to become accustomed to both in and out of school.
- Yvette Abreu asked what schools in Brooklyn are using this program with a similar population.
- More information will be dispersed regarding visiting schools that followed the program for 3-5 years, as well as the data for those schools. The data should include ELA and Math trends, as well as social emotional growth. Christina also offered to visit our school and give an overview of the program for the staff.
- Mrs. Neglia explained to us that we would use this program and the language to address the needs of our school. It would also be rolled out to the staff where the staff has an orientation and explicit expectations.

4. Chancellor Farina's Capacity Framework: 6 Elements

1. Rigorous Instruction
 2. Supportive Environment
 3. Collaborative Teachers
 4. Effective School Leadership
 5. Strong Family-Community Ties
 6. Trust
- Ms. Allotta suggested that the current PA becomes a PTA. She will look into the CEC and see if it is possible and what the steps would be to make that happen.
 - School Quality Snapshot- In lieu of the progress report that schools receive, schools will have a Quality Snapshot. It will include multiple years of data to track the progress and development of the school, rather than one score.

5. School Construction

- Mrs. Neglia informed us that the protocol meeting was help. The construction is expected to be continued until July 2014. However, they construction is already three months behind and once the temperatures drop to a certain temperature, the progress on the brickwork and such will be effected. The construction workers do

need to store equipment, which is why only the back end of the parking lot is to be used for teacher and staff parking. The playground is off-limits for this year and PreK will not be able to use it. However, we will be thinking about how we can schedule the Pre-Kindergarteners to get some time to play outside. SCA also painted lines for teacher parking spaces.

6. Comprehensive Education Plan (CEP)

- SLT members reviewed and discussed the School Mission Statement. We collaborated and brainstormed as a team to make it relevant to the CCSS and instructional expectations and goals that we set for our school. Some of the suggestions include:
 - Yvette Abreu suggested that we input some vocabulary such as *community leaders, critical thinkers, and global society*.
 - Marni Hagel suggested that we input *social responsibility*.
- Yvette Abreu discussed a bit about the letter by Chancellor Farina, which basically reminds teachers, staff, and principals to take some time to reflect and to spend with their families as way to be fresh for the week ahead, instead of working straight through the weekends. Mrs. Neglia also brought up the suggested time for homework by our Chancellor.
- As a way to get parents even more involved there is GoMath Academy for parents. Math strategies are demonstrated by lesson for parents so that they can help their children with homework and see the strategies that are being taught in the lesson. Mrs. Neglia also suggested that on Tuesday's Parent Engagement time, we monthly invite parents in and roll out the strategies and/or units to discuss possible difficulties that students might encounter throughout the unit.
- Mrs. Neglia suggested that we eventually look into developing a school website online that includes language translation.
- The PA asked if any school notices can be posted on Facebook. They were instructed to hold off while Mrs. Neglia checks with legal. However, the DOE has a strict social media policy and therefore the probable answer is no.

7. Garden/Kitchen Update

- On November 1st, 2014, they had their big fall event from 10am – 1pm in the garden. They partnered with KingsbayY, Earth Matter, and NYC Compost Project. There were garden and kitchen activities, arts & crafts projects, pumpkin smashing and composting, popcorn, music, and more! It was a success with about 75 people present.
- Recipe of the Month: Borscht (hot soup with sour cream)
- The Chancellor will be visiting PS 216 on 11/20/14 at 1:30pm to see the garden.

8. New Business

- There will be a Food Drive at the beginning of November for Our Lady of Grace.
- 11/3/14 Chocolate Sale began
- 11/7/14 Snack Sale
- 11/18/14 Veterans Day Show
- 11/21/14 Snack Sale

- 11/25/14 PA Meeting in the morning
 - 12/2/14 Chocolate Sale ends
 - 12/3/14 PreK Picture Day, Staff IDs, Make-up Pictures
 - 12/5/14 Snack Sale
 - 12/18/14-12/19/14 Holiday Sale
 - No PA meeting in December
-
- Danielle Minetti brought up a fly issue in the bathroom. Mrs. Neglia will discuss the issue with Anthony.
 - Mrs. Neglia suggested the idea that we all have either staff IDs or give clip-on IDs to visitors, substitutes, etc. The members agreed that this would be an excellent idea and safety precaution. Yvette Abreu mentioned that the UFT does give DOE badges but in past history, you had to go down to the UFT office to get your picture taken. Maybe we can possibly have someone come in to take photographs for the DOE badges. This will be revisited.

The next meeting will be held on December 11th, 2014.

*Mrs. Neglia and Ms. Allotta closed the meeting.