

**Leadership Minutes**  
**January 14<sup>th</sup>, 2015**

- 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
  - AnnMarie Stabile Parent
  - Olivia Parker, Edible Schoolyard
  - Helene Selter, Parent Coordinator
  
- Mrs. Allotta opened the meeting.
  
- 1. Review and Approve SLT Minutes from December 11, 2014 meeting
  - Merrie Levine and Mrs. Neglia approved the minutes.
  
- 2. Comprehensive Educational Plan (CEP)
  - Feedback: Ms. Allotta advised us that the CEP is completed and has been approved and accepted with no revisions necessary.
  - Signature page was passed around for SLT members to sign in acknowledgement of the CEP.
  - Progress Monitoring was a new part of the CEP this year. As a school, we are expected to look at where we are in achieving our goals, as listed in the CEP. We are to check off the goal if we feel like we are on track with meeting that particular goal. If we feel as though we do not anticipate meeting the goal, schools are asked to revise areas of that plan.
  
- 3. Capital Plan Wish List
  - Mrs. Neglia explained that our school has been pre-approved \$150,000, which is allocated toward receiving air conditioners in the auditorium.
  - Yvette Abreu discussed if we could possibly upgrade electric service in the building. Many teachers are experiencing flickering lights at the plug in of items. Smartboards are slowly becoming obsolete, as some of them are experiencing problems. In addition, upgrading the auditorium (chairs, sound, etc.) should also be part of the upgrade.

#### 4. Non-Instructional Day- January 14, 2015

- Mrs. Neglia explained that the January 14<sup>th</sup> Non-Instructional Day was a success. It is uninterrupted time for teachers to plan, review resources, collaborate, and participate in vertical planning teams. Ms. Allotta added on that we began the day by unit planning, brainstorming higher order thinking questions, deciding as a grade on lessons to eliminate or extend from current programs. In the afternoon, PreK through Grade 5, cluster teachers, and specialty teachers shared plans, goals, and targeted Common Core State Standards.

#### 5. Assemblies

- Mrs. Neglia informed us that the first School Spirit day was a success. Many students and staff members came in with PS 216 uniform or the school colors.
- Staff t-shirts were ordered. Olivia Parker informed us that she would like a staff t-shirt as well to participate in school spirit days.
- Gina Dellolio explained that some parents were complaining that School Spirit day was on a Friday. Friday is the only dress down day for students and so they had to wear their uniform or school colors. She suggested that it possibly be on another day. Teachers and parents agreed that it be the first Wednesday of every month. A reminder notice will be sent home and Helene Selter will send out a robocall.
- February 1<sup>st</sup>, 2015 will be the first Assembly Day, when students will be expected to wear their school uniform and the criss-cross red ties.
- Respect for All Week is from February 9<sup>th</sup>, 2015 through February 14<sup>th</sup>, 2015. This will be a week long celebration where students will engage in specific activities. As suggested by Marni Hagel, students will participate by possibly wearing different colors each day of the week to symbolize themes. For example, blue will symbolize trustworthiness, yellow will symbolize respect, etc.
- There will be a Career Day Assembly in March. Students will assemble in two groups, PreK-2 and then 3-5. Students will possibly be introduced to new career fields by several professional visitors such as doctors, NBS Sports players, Nurses, Firefighters, etc. Helene Selter may be having a dentist come in to speak to the students.
- **Monthly Assembly Themes:**
  - February 4<sup>th</sup>, 2015: First School Spirit Day
  - February 6<sup>th</sup>, 2015: Respect for All Week (Assembly Dress)
  - March 20<sup>th</sup>, 2015: Career Day Assembly
- Helene Selter brought up the idea of donating to the food pantry in celebration of the 100 days of school. Each grade will be assigned an item such as 100 cans of food, 100 boxes of pasta, etc. This will teach students that we are giving beyond just around the holidays.

#### 6. Garden/Kitchen Update

- Recipe of the Month: Succotash
- Cecilia updated the Garden's Bulletin Board with updates about our chickens.

- Olivia Parker explained that there may be some chefs invited to the after school program, possibly from ABC.
- Spring Event date is Saturday, May 9<sup>th</sup>, 2015 from 12:30-3:30pm. It is the day before Mother's Day and so they will be having a plant sale.
- Teabags for Kindergarten will be on 1/15/15 at 2:30pm. Finger sandwiches and tea will be served. Permission slips must be returned as soon as possible.
- After school students will be picked up by garden staff in the cafeteria.

## 7. New Business

- NY Ready books have been delivered to each classroom teacher. There will be a three day ELA Practice Exam on February 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup>. There will be a three day Math Practice exam on March 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup>. Testing conditions and accommodations will be implemented as if it were the real exam. Teachers will then score these assessments and plan according to student need.
- Chancellor Farina put out an official regulation about the use of cell phones in schools. Every school must have a consensus on the policy. Limited use of cell phones should remain in effect. Cell phones should be left safely in students' backpacks and turned on after school. Teacher may collect all cell phones on the day of testing. Policies will be set school wide as to when cell phones are misused.
- Safety drills will continue to take place throughout February and March. Teachers and staff are encouraged to make sure they have a set of keys to their rooms. Fire Drills will resume in the spring as the weather gets nicer.
- Mrs. Neglia explained that the Chancellor does not want the cold weather to be a deterrent for outdoor play. Therefore, children must dress properly in coming to school and to go outside during recess. Students should not bring their coats on prep or lunch unless they are going outside. However, it should then be announced at a PA meeting that students will be outside without coats in case of an emergency.
- There will be a special treat for all students who completed their homework packet. A movie will be shown for about a half hour to forty minutes in the auditorium. This will follow suit as other vacations come about.
- There should be a homework packet for the upcoming February break.
- Helene Selter advised us that Kindergarten registration is ongoing. So far about one class has registered. PreK registration is online and should begin shortly.
- Lateness in the morning has still been an issue. Attendance procedures for cluster teachers should in place. If teachers have a first period prep, they do not know who came in late unless the prep teacher advises them. We may possibly add a late bell. There will be an attendance meeting in the district given by Central for parents.
- Helene Selter advised us that Officer Brown, the crossing guard, has been sick. There will not be any substitutes.
- 1/16/15 Snack Sale
- Yvette Abreu advised us that there will be an evening Science Fair in May, for whole class science projects to be displayed.

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