27-35 Jackson Avenue, Long Island City, NY 11101

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Christine M. Britton

Founding Principal

**SLT Meeting Agenda & Minutes**

October 21, 2019

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| Agenda Item | Notes |
| Introduction & Welcome,Sign in & remuneration  | Welcome! Introduction of members  |
| Review & Approve Last Meeting’s Minutes  |  |
| New Business  | Revising the Bylaws (30 minutes)* Dates/times of future meetings
* Clarification of roles: Chairperson, Secretary
* Additional Roles: Facilitator, Financial Liaison, Timekeeper, PTA Liaison
* Open Meetings Law Information
* Protocols for speakers, roles of additional attendees
* Protocols for communication, agenda items, guidelines for shared information at PTA Meetings
* Dates and times of meetings are on the school’s website, District 30 website, and will be shared by the Chairperson via Class Dojo
* Chairperson creates the agenda for the meeting and facilitates
* Secretary takes meeting minutes and updates bylaws
* Observers can be present in the meeting but cannot speak until designated time
* Items will be discussed at the meeting, not via email

Title I* We do not receive Title I funding at this time. Continue to complete Meal Form Applications.

District Goals (5 minutes)* ELA, Math, Science, Supportive Environment, Advancing Equity Now – special attention to subgroups. Partnering with Communities & Developing People are woven throughout.

CEP (30 minutes)* Framework For Great Schools
* Goals for 2019-20
* Budget
* Ms. Britton shared:
* The framework—Student Achievement🡪Rigorous Instruction, Collaborative Teachers, Supportive Environment, Effective School Leadership, Strong Family-Community Ties, Trust
* CEP goals that are aligned to the District 30 Goals—ELA, Math, & Science
* Budget allocations

Other: (10 Minutes)* Quality Review

- 2 day evaluation of the school that includes classroom visits, teacher teams, student groups, parent panels, and additional activities. Ratings are based on a 10 item rubric. We will have 10 days notice. Some parents may be asked to participate. * Will continue next time -
* Instructional Focus
* Special programs
* Equity Team
 |
| Old Business  |  |
| Present: Britton, Christine Franco, DonnaGerber, CynthiaKontrafouris, AnneLevine, AmyLoPresti-Lee, DanielleMassotti, Christina Mena, StephanieStarr, SeanSuri, CrystalAbsent: | **Next Meeting:** Agenda Items/Materials for next meeting:* Instructional focus
* Possible parent workshops
* Grading policy
* How are parents being notified of assessments and made aware of child’s progress
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