**SLT Meeting for Thursday, September 22, 2022:**

**Present:** Nancy Aglialoro, Yi Law Chan, Max Chin, Amy Crisostomo, Elizabeth Derbes, Emma Kash, Minda Kauffman, Cindy Lin, Grace Lin, Kelvin Lo, Melissa Wong

**Absent:** Celina Xu

**Meeting start: 4:30pm**

1. Review and approve minutes from June

Minutes approved

Representatives

| Teachers | Parents |
| --- | --- |
| G. Lin Pre-k, K and 1st Grade  N. Aglialoro–2nd and 3rd grade  E. Kash–4th and 5th  M. Wong–Clusters and Paras  M. Kauffman–special ed, related services, ENL | M. Chin -PK, K, 1st  C. Lin - 2nd  E. Derbes - 3rd  K. Lo - 4th  A.Crisostomo - 5th  C. Xu - Spec Ed/ICT/ ELL |

1. Budget, enrollment, staffing

Currently 518 students are enrolled across PK-5th.

Kindergarten - 21, 22, 23 students in each class

1st grade -18/19 students per class (GT - 25)

2nd - 16-20 students per class GT-26

3rd- 3 classes - 20-21 students in each class (GT 28)

4th grade- 3 classes, GT 27 students, 25/26 students per class

5th grade- 4 classes, GT 28, 17-20 students per class

We are able to have lower class sizes to better support students.

Y.Chan shared the SLT view of the school budget

Regarding staffing:

We are looking to hire a Family Worker.

We do have a line for hiring Amy Lee’s replacement and are looking to staff someone who is bilingual.

Ms. Colon has retired and we are waiting for the DOE Central office to remove her from our budget. We are unsure if Ms. Colon’s position will be replaced.

We have a psychologist in training which we were assigned special funding for. She’s being training by B. Wang

Y. Chan’s priority is to make sure our office staff positions are filled.

Paras are assigned to the 4 Pre-K classes. The other paras are assigned to students with IEPs.

Much of the budget was programmed by A. Hom before she left. There is Per Diem allotment to allow for sub coverage. Per Session is an allotment to pay staff members to do work outside of contractual hours. Other allotments support professional learning for teachers, enrichment for students, supplies etc.

Y. Chan worked with A. Hom to make sure that the programs/projects teachers spoke to parents about during curriculum night are scheduled in the budget.

Y. Chan has spoken to the PTA about helping to pay for the Chess program, but additional funds for chess have been programmed into the budget. E. Derbes asked how much Chess costs if the PTA is putting in $15K and we also need more from the school budget. Chess is a program that the school and PTA pay for together, because it is a costly program. PTA offsets the cost and the remainder comes out of the school’s budget

Y. Chan indicated that she would provide information on the exact cost and support provided from the school budget.

M. Chin asked if there is funding through Title 1 for COOL Culture program?

Y. Chan confirmed that there’s funding for COOL Culture. There’s $3,500 for COOL Culture allotment and the current rate is $3200 for any school which will leave us with $300 on that line.

1. Impact of Smaller Classes mandate

M.Chin asked if there is any impact on the Mayoral decision for small class size mandates?

Our class sizes are already small. When A. Hom and M. Helman did the reorganization for this year, they intentionally kept classes small this year.

E. Kash asked if our school could be in danger of co-location with another school Y. Chan said It is important to show that the spaces in our buildings are being utilized to serve students. It will be harder for the city to locate another school in our building if we can show we are utilizing all the space for our students.

1. Cell Phones/Smart Watch Policy

Our school needs to create their own device policy that’s reflective of Chancellor’s Regulation.

Y.Chan mentioned that in the past our school had a policy, but it seems to be time for an updated policy as technology has changed. There are a number of students coming to school with SmartWatches and using them. By October 31 we need a policy on SmartWatches and Smartphones that we can distribute to families. A suggestion was made that students should keep SmartWatches in their backpacks just like they do their phones. N. Aglialoro said she has heard of schools having safe lockers where students can secure their devices during the day.

After asking for a consensus on putting SmartWatches and devices in backpacks, Y. Chan will draft an updated policy stating that Smart Watches may be brought to school but they must be stored in students' backpacks.

1. Draft CEP

Y.Chan mentioned that since we have new members to SLT, she will work with giving access to iPlan Portal to new members so they can view and work on the CEP goals. A. Hom completed the CEP goals before she retired. Everyone should log onto iPlan and review it. Y.Chan will follow up with the timeline for when to submit CEP goals for feedback/finalize.

1. Sign in sheets

It was suggested that parents can stop into the building to sign an attendance sheet in the office once we figure out where we will have future meetings.

**Meeting adjourned: 6:00pm**