

**SLT MEETING MINUTES**  
**Meeting date: December 15, 2021**

**In attendance:**

1. Emel Topbas-Mejia
2. Chris Jennings
3. Marissa Pashley
4. Katie O'Connor
5. Conor Doyle
6. Jen Bennion
7. Einat Lev
8. Karima Khawja
9. Christina Harvey
10. Lia Gautier
11. Gwen Kingsberry
12. Joy Waitkus
13. Melissa Velasco

**I. Welcome**

**II. Review and Approval of November 2021 Minutes**

Minutes approved in full

**III. Review of Old Business**

a. Covid Vaccine Site

Principal Emel Topbas-Mejia updated on the vaccine sites. We had 2 pop-up sites, which administered 90 vaccines, and another, with also about 90 doses. People have been asking about another one, but there has been no word yet.

b. CEP Goals

Members proposed and agreed to reactivate the CEP subcommittees. It was decided to have two committees: ELA/Math and Attendance, SEL and DEI.

ELA/ MATH: (Conor O'Doyle, Joy Waitkus, Einat Lev, Karima Khajima Christina Harvey)

Attendance/ SEL/DEI: (Gwen Kinbsberry, Chis Jennings, Katie O'Connor, Marissa Pashley)

Teachers will be asked to join.

We now have data for baseline assessments, DESSA screeners and absenteeism.

Karima Khawja asked about the situation with the library. She asked whether it is possible to involve PTO, parents or other resources. Many parents are unhappy with the lack of a library.

Topbas-Mejia responded that SLT is not involved in the hiring but that we should revisit the issue in January. The school is figuring out how to re-circulate the books and making sure the classroom libraries are robust.

c. Regents Classes

Joy Waitkus discussed what happened during Regent's in last year's 8th grade. A Regents Math Enrichment class was offered, but kids did not sit for the test. Testing was affected by Covid.

Topbas-Mejia explained how the Regents work. Some schools offer Earth Science and Algebra. 187 has only offered Algebra in the past.

Einat Lev said parents are frustrated that Regents classes are not being offered.

Katie O'Connor said Regents classes do not lend themselves to a heterogeneous classroom. She also noted that the school has added ICT classes. After-school and Saturday prep classes have been offered in the past.

It was agreed to look into whether the school has qualified staffing and the schedule to offer Regents classes. Assistant Principal Dimitra Daskaris will be invited as she has taught Regents math in the past.

d. Wellness Council

Emma Pulse and Beth Mc Donald will start in January.

Topbas-Mejia said the school has hydroponics and will try to create cooking classes, “seed to table.” We would like to fold into the Wellness Council.

**IV. Sub-Committee Reports**

We don’t have any reports today.

**V. New Business**

a. Superintendent Visit

Topbas-Mejia Superintendent Manuel Ramirez visited the school on 12/1. He visited 5 classrooms and “they all continued to shine.” He visits 2 times per year.

He shared this feedback:

*Learning objectives are presented to students using student friendly language in the form of “I can…” or “We can…” statements*  
*In ICT classrooms, the co-teachers maximized the power of two teachers with high-impact co-teaching approaches like station teaching and parallel teaching*  
*Students were provided with opportunities to collaborate with peers (in pairs or in small groups)*  
*Students’ voices were centered using structured discussion approaches (e.g., think-pair-share, turn and talk)*

*Students were asked to explain their thinking to their peers verbally*  
*Timers were used on the SmartBoard to structure the lesson*  
*Across math lessons, students are consistently using the CUBES strategy to deconstruct and understand word problems*  
*Across classrooms, students are using content specific vocabulary to support and explain their thinking and analysis (e.g., strategy, sum, ten frame, metaphor, theme, text, comprehend, evidence, multiply)*

We are working on: How are we after Covid with continuing to infuse technology. Continue to use discussion to ensure equity of student voice.

b. 6th Grade Updates

Karima Khawja asked about what was happening in the 6th grade because there was a complete reshuffle.

Topbas-Mejia explained that we have three 6th-grade classes, one of which is ICT. The number of students who needed an ICT class was larger so we had to create a 2nd ICT class, and therefore move students around to create the proper balance.

Einat Lev asked if this is something that could have been prepared for in advance?

Topbas-Mejia responded that students enroll all year and also can get an IEP all year. We do prepare and also to support this we needed to bring on another staff member.

Karima Khawja said we owe it the students to give them more information and transparency, a lot of kids were very upset. In the future, more organization is needed when this happens again, since kids were so upset. The social-emotional needs have to be taken into consideration.

Joy Waitkus asked if this was pandemic-related. But Topbas-Mejia said it was due to enrollment.

Chris Jennings noted that the 3rd grade has a high number of IEPs. Is there a plan for the 4th grade so we don't scramble again mid-year? Topbas-Mejia said we can't see until we begin programming.

Chris Jennings responded that there is a timeline and we should anticipate for next year.

Einat Lev said we should have an agenda item in March about IEP allotment.

- c. Diversity, Equity, and Inclusion Initiative  
Tabled