

PS/IS 187 School Leadership Team Meeting Minutes

October 19, 2023 (5:31 - 7:04)

Parent Representatives

1. Joy Waitkus/Co Chair SLT – Elected Parent Rep
2. Jackie Cruz – PTO Co President
3. Kelly Ceynowa- Elected Parent Rep
4. Emily Hardy – Elected Parent Rep
5. Karima Khawja - Elected Parent Rep
6. Kiersten Hettler - Elected Parent Rep

Staff Representatives

1. Christopher Jennings/Co Chair SLT – UFT Chapter Leader
2. Emel Topbas-Mejia- Principal
3. Jessica Mitchell -4th Grade General Education Teacher
4. Samantha Pastore – Health/PE Teacher IS
5. Marie Marricco - 5th Grade General Education Teacher
6. Amanda Burley - ENL Teacher

1. Welcome

2. Review and Approval of June 2023 Minutes

- a. Joy Waitkus motioned to approve the 9/19/23 minutes. Emel Topbas Mejia seconded the motion. Unanimous approval by the remaining members

3. Reviewing the SLT's Role

a. A link from the DOE SLT page was shared to review the responsibilities of the SLT regarding “An SLT makes a yearly evaluation of the principal’s record of developing an effective, shared decision-making relationship with the SLT members during the year. This evaluation is given to the community district or high school superintendent.

”<https://www.schools.nyc.gov/get-involved/families/school-leadership-team>

- b. Ms. Topbas will reach out to Rebecca Alicea from the district office for support regarding this SLT responsibility.
- c. According to the by-laws additional leadership roles are outlined,

but not mandatory. The role of financial liaison was brought up since there were issues with the remuneration forms last year.

- d. The SLT determined that that role was not necessary. Ms. Burley will create and remain the point person for a shared Google Doc that will include all members' time required for the remuneration form at the end of the school year.

4. Guidance on Public Meetings

- a. [Chapter 417 of the Laws of 2021](#), authorizing public meetings to be held virtually via tele- or video-conferencing, provided the public has the ability to view or listen to the virtual meeting and the meetings are recorded and transcribed, restoring the same flexibility public bodies had during New York's state of emergency. The law expires on January 15, 2022.

- b. Ms. Emel shared the message relayed verbally from Central was that SLT's meetings should be held in person. She reached out for guidance from District 6 and had yet to receive an update.

- c. Suggestions were made by team members to include a rotating hybrid schedule or alternate in person and virtual meetings.

- d. The meeting minutes will continue to be publicly posted and the recorded meetings (while virtual) will remain unshared due to some sensitive issues being discussed.

5. Principal's Updates

- a. The two Safety Plans that are written at the beginning of the year were approved.

- i. The School Safety Plan is written as a committee and shared with other public organizations such as the NYPD and FDNY.

ii. Members inquired about the best way to advocate for school safety. Ms. Emel shared that school principals meet with Inspector Castillo and two Community Affairs officers on a weekly basis. If there are any community concerns, families should reach out to her and she will share with the officers and Inspector Castillo. The school can also invite the Youth Community Officers to join community events like the PTO meetings, SLT meetings, , or assemblies with students. We can also call 311.

iii. Ms. Emel will reach out to Inspector Castillo to see if any representatives can attend the November SLT meeting.

b. The Consolidated Plan is written with respect for all liaisons and school counselors to provide support for students facing challenges, hardships, or those that are in crisis. School Counselors will meet with faculty on 10/23/23 to review Respect for All to ensure a respectful and safe learning environment for all students.

c. Budget

i. The current enrollment is 766 (this number includes Pre-K, but is excluded from budget because the school receives a one lump sum allotment from DOE)

ii. Student enrollment (not including Pre-K) is 747 students. The school was projected to have 737 students, so we are not at risk for returning funds in the middle of the year.

iii. Our total budget for this year is \$8,211,486.00. The majority of our budget comes from our 100% of Fair Student Funding. We received \$5,554,040.00 in FSF. The bulk of the budget is in staff salaries. The average teacher salary is \$94,513. There are 59 Teachers, 2 speech teachers, 1 Occupational

Therapist, 3 school counselors (1 additional), 14 Paraprofessionals (2 are vacancies), 4 School Aides, 1 Community Assistant, 1 Secretary, 1 Parent Coordinator , 1 Assistant Principal, 1 Principal.

iv. The remaining budget is used for the purchasing of software, teaching coaches, supplies, new curriculum teacher support, and paying substitute teachers

v. In the new fiscal year the school will be receiving the American Rescue Plan Act (ARPA) funds. The city is projected to make massive budget cuts. The DOE is expecting to make a 15% cut (for our school this would be approximately a loss of \$1.2 million).

vi. In response to these projected budget cuts the SLT suggested being proactive and looking at additional funding/financial resource options (grants or organizations that can help us to sustain and grow. Team members suggested looking into partnering with Americorps and having the Academic and School Culture subcommittees look for funding sources. We need to be mindful to ensure that the efforts of PTO and Friends of 187 are not duplicated.

d. Attendance

i. 187's attendance for the year to date is 95% and the citywide attendance is 93%.

ii. The attendance team is working hard to ensure the attendance records are accurate.

iii. 161 students or 21% of students are at risk for becoming chronically absent (10 or more absences in the year or 89% and below)

6. Subcommittee Updates

a. Academics

i. The 2023 ELA & Math state exam results were shared. 187 outperformed both the citywide and district averages.

ii. The instructional reports broke down how each grade performed on specific skills and strands. This analysis will help teachers to glean a great deal of information regarding student needs for current and future grades.

iii. Team brainstormed ways to relay information to families so they can provide additional support. Some suggestions included using closed platforms such as Khan Academy vs. YouTube, Envisions resources for families, continued use of IXL and iReady at home.

b. School Culture

i. The committee used September and October to focus on the Screenagers event. There was a great turnout.

ii. The discussion points and some questions posed by the audience will be brought to the next School Culture meeting (the week of 10/23)

iii. The committee will go on a deep dive of the school surveys that were administered in June of 2023. They will be used as guidance to determine what to focus and how to best support the school community. The findings will be shared with teachers and teachers will provide feedback regarding needs they are seeing since the surveys were administered.

iv. Ms. Emel shared that the school did not receive The Facing History Grant, however, the two social studies teachers in the IS will continue to use the Facing History resources so it remains embedded in the curriculum.

v. The school will submit an application for No Place for Hate. Karima Khawja will assist with the application process.

7. Planning for the next meeting

a. The next meeting will be held on 11/16 and sub-committees will communicate separately to establish a meeting date in November.

b. Tabled question for next meeting - Do we know whether we will be receiving an influx of migrant students to our school community? Would we be in need of more money to support that influx? Are our classrooms full or do we have availability for more students?