

**Philippa Schuyler Middle School for the Gifted and Talented
School Leadership Team Meeting
October 14, 2021
4:30-6:30pm
Agenda**

1. **Call to Order and Review SLT Protocols--Chairperson Ms. Illery (5 minutes)**
 - a. The meeting will be recorded
 - b. SLT members use Zoom reaction, "Raise Hand" to indicate comment. Facilitator will recognize unmute.
 - c. Chat is disable until facilitator announces guests may pose questions in the chat.
 - d. Q&A session is time permitting.
2. **[Reading and Approval September Minutes](#) (7 minutes)**
3. **Old Business Agenda Items**
 - a. Review Changes to Bylaws and Ratify By-Laws--10 minutes
 - b. CEP review in Breakout Rooms (60 minutes 30 per minutes per room)
 - i. Attendance and Math
 - ii. ELA and SEL
4. **New Business Agenda Items (25 minutes)**
 - a. Principal Update (5 minutes)
 - b. PTA Update (5 minute)
 - c. Proposals for SLT work this year (15 minutes)
5. **Q& A (5 minutes)**
6. **Closing of Meeting**

Tonight's Attendance:

Lissette Vergara

Jeanette Wigdorsky

Joyce Baldino

Simone Gibson

Mya James

Connie Morales

Maria Gomez

Simone Gibson

Ms. J. Rivera

Ms. D Kennedy

Ms. Richards

Minutes:

- Chairperson Ms. Illery had an unexpected family emergency and needed to leave the meeting. Principal Wigdorsky will be acting as chairperson for this meeting.
- Our PTA President Jazzy Rivera will be acting as our interpreter this evening.
- AP James will be taking minutes as the secretary Mr. Adoniz is unable to attend tonight's meeting.
- Meeting called to order at 4:45 pm - commencing with the video recording.
- 4:52 pm - Motion to approve the minutes presented by Ms. Vergara; 2nd by Ms. Richards; Minutes approved.
- Revision to of Bylaws
 - Article 3 - Meeting times (2nd Thursday at every month; virtual meetings will occur from 4:30 to 6:30 pm; in person meetings will take place from 4:00 pm to 6:00 pm)
 - Meeting attendance (Article 3.1)- Meetings are open to the general public; do not need to be a staff, parent or guardian in order to attend meetings
 - All requests to speak at the meetings must be in writing and presented to the Chairperson at least one week prior to the meeting date
 - Article 4.2 - Meetings will be rescheduled if at least 6 members have not arrived by 5:00 pm
 - Motion to ratify these revisions - presented by Ms. Baldino and 2nd by Ms. Gibson; revisions ratified at 4:57 pm by Principal Wigdorsky
- Review the final CEP by the end of October. This is the final meeting that allows the team to review this document. All team members will have to sign it through DocuSign. Members should check their emails for this.
- Review of CEP - Principal Wigdorsky will review the Math and Attendance sections of the IEP; AP James will review the ELA and SEL sections. Review will take place in breakout rooms - each for 30 minutes. Breakout rooms begin at 5:02 pm.
- New Business items
- PTA Updates: Filled Executive board -
- Resume collecting donations - amount is optional; suggested \$10 per month; \$100 per year
 - PTA cannot receive any electronic payments for student fees at this time. Only money order or cash. This will be voted on next week and if it is passed, it will be amended.
 - Uniform with logos on it. PTA will do it through fundraising. Awaiting for notices. School aides will help with collection by Oct. 28th. Will be done twice for the year; 8:45 am collection - Ms. Rivera will be in the building to complete the collection
 - PTA will be using rollover funds to raffle off 3 sets of uniforms. Donations are welcomed.

- Ms. Baldino brought up the possibility of doing it during another time so that it won't be disruptive to classroom instruction (i.e. lunch periods)
- Ms. Rivera explained that there will be a process for collections that will be more streamlined (i.e. envelopes per class)
- Nutrition Workshop; registration needed; 8 week series; goal - 14 participants
- Calendar of PTA meetings will be created and placed on the school website
- Student bathrooms - Ms. Clemente - Any initiatives that can help encourage students to keep the bathroom clean?
 - Current Procedure: Custodians come in once throughout the day to clean. Monitors at each bathroom that periodically check the bathrooms throughout the day. Principal Wigdorsky will speak to the custodian about the bathroom procedures for cleaning.
- Principal's Report:
 - We have been in school for one month! We are trying to come back to a "normal life".
 - 3 marking periods this school year; Principal Wigdorsky shared the school wide grading policy. 1st Marking period ends on Friday, November 5th.
 - Parents should register for Pupil Path. Email your child's teacher to inquire about your child's progress if you haven't spoken to them.
 - DOE's COVID quarantine policy: Confirmed positive case - entire class no longer has to quarantine. We look closely at the students that are considered close contacts. This particularly plays a factor in lunch. At lunch, students only sit on one side of the table and only 4 at a table.
 - As of Oct. 1st, all teachers were required to set up Google Classroom. If your child is in quarantine, their teachers will post work for them in the google classroom. Attendance is taken through a link on the student's google classroom.
 - There is time for teachers to provide students in quarantine with support through office hours. This can be on Zoom or via phone calls. It may be individualized or in small group. This can happen during or after school hours - it is up to the teachers on when this time occurs.
 - Parents will receive this information via Pupil Path next week.
- Absences are coded as "Remote Present" or "Remote Absent" in ATS. This is why it is very important for students to complete the attendance link. If there are any issues, parents should contact the school or their child's teacher.