

SLT Meeting  
12/16/2010, 3:30-5:30pm

DRAFT

Attendance:

Vicki Arbitrio	Lucie Holman	Serena Mueller	Kristin Sewell
Bob Bender	Lisa Jaffe (absent)	Deborah Osborne	Zoya Simakhodskaya
Karen Carmichael	Dara Genesi (absent)	Sami Plotkin	
Rachel Cerlen	Doris Kreibich		

- November 18, 2010 SLT Meeting Minutes approved
- **CEP:** the plan was approved by DOE with some changes that need to be made. We are waiting for the state to respond before the program will allow us to make changes.
- **Planning Math-Mac-and-Cheese (January 25, 2011)**

Content of workshops:

K-1	2-5
the big picture of teaching math introducing vocabulary show kids solving problems	core standards tests and what kids need to know benchmarks

Locations:

Parents	Kids: teachers will have activities for them
K-1 upstairs 2-5 in auditorium	K-1 behind auditorium 2-3 in cafeteria 4-5 upstairs

Eating:

Parents and Kids	Parents and Kids
K-1 behind auditorium	2-5 cafeteria

Follow up items:

- get donations of food – Lisa, Rachel and Zoya; will set up meetings next week.
- get apples – Debbie
- Parent feedback from Books & Burritos reviewed.
  - agenda/handout to be provided to parents
  - re-orientation of seating in upstairs room for better acoustics
  - request presenters speak in strong voices and explain acoustic limitations to parents
- Save the Date flier with agenda on the back to be sent out Jan 3. (Kristin to create)
- RSVP flier to be sent out week of Jan 10<sup>th</sup> (Kristin to create)
- Content of the workshop: Bob/teachers to meet and plan; videos of kids talking through math problems
- Paper supplies: boats, table cloths - Doris
- Apple corer: Sami and Doris to bring

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• **2010/11 Community Goal: Communication**

**Three goals:**

- o Grade-specific Orientation System for all grades (e.g. “A Year in a Life of a First Grader...”)
- o Kindergarten Orientation System
- o Improved structure for ongoing school-wide communications

**Action plan for Grade-specific Orientation System:**

- o Serena to outline grade-by-grade “A Year in a Life” content.
- o Karen to outline enrichment content.
- o Sami to outline all additional content (e.g. CTT, Morning Program, etc.)
- o Above to be consolidated into one main outline for SLT review
- o Once grade-by-grade outline approved by SLT, designated teachers from each grade (tbd) will fill out their grade's section.
- o Once full outline is approved, SLT will discuss priorities for additional surveys to support content (i.e: fifth grade survey.)

**Action plan for Kindergarten Orientation System**

- o Create/Distribute Kindergarten Survey
- o Team reviewed 53 responded received within 24 hours; Initial response trends identified:
  - o More/earlier communication about CTT, Mandated Morning Program, lunch/recess, busses
  - o Formal Kindergarten orientation at start of school
  - o Training for Kindergarten class parents; Bridge Class Parent for before Kindergarten Class Parent is chosen.
  - o Fairly even balance of times desired for PTA meetings, Curriculum Coffees and SLT workshops; Supports current practice of offering varied meeting times/days of week.
- o After review of all the responses, SLT to send out a note thanking parents who participated and informing all Kindergarten families of our action plan for a Kindergarten Orientation System.

**Action plan for Improved School-wide Communications**

- o Review best way to present newly created systems above

• **Additional SLT Initiative: Pay-It-Forward Initiative**

Bob Bender came up with an idea called “Pay-It-Forward Initiative.”

- o SLT to create a postcard for students with instructions.
  - o Perform an act of kindness for someone you don't know (outside of school).
  - o Ask the recipient to record the initial act of kindness on a pre-addressed and stamped postcard.
  - o Recipient then is asked to perform an act of kindness for someone else and give them the card.
  - o This is to be repeated 5 (?) times, recorded by 5 people, and eventually the card is to be returned to PS11.
  - o Students will see how their one act of kindness created more kindness in the world around them
- o SLT to discuss further how/where/when .
- o Fardia Ahmad arranged for a grant to fund postcard printing and postage
- o Sami to complete grant proposal for \$1,000 (to pay for postcards and postage.)