

SLT Meeting
10/21/2010, 3:30-5:30pm

Attendance:

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

- September 16, 2010 SLT Meeting Minutes approved
- Welcome Dara Genesi, new Team member replacing Jaye Nydick.
- Potluck Welcome Back Party Review (Sep 24)
 - More lights over food: flashlights or flood lights or tap lights. Consider capital improvement request to order better lighting on the playground. Buy Christmas lights in January.
 - Permanent hooks to hang things on.
 - Safety issue: parents were concerned that kids might get out without someone noticing, especially when it gets dark. Consider locking the entrance or always have a person at the door.
 - Left over food: buy take out containers for people to take food home; maybe contact Bowery Mission/another homeless shelter.
 - Ask class parents to get volunteers to clean up at the end.
 - When cleaning up, we can ask janitorial stuff to breakdown the event.
- Concerns of kindergarten parents. Some ideas discussed:
 - more information needed ahead of time
 - improving communication throughout the year
 - taking on communication as a community goal
 - buddy system with 1st grade parents
 - FAQ guide for kindergarten parents
 - New family orientation program to be developed
 - 1st graders to write letters to kindergarten kids at the end of the year (facts of what to expect)
- Books & Burritos (Oct 27)

Presentations:

PreK and Kindergarten: Parents in Auditorium, Students in Auditorium Lobby (Bob Bender, Sara Mathews, Trina Luna (Literacy Coach)
Grades 1 and 2: Parents in 5th Floor Dance Studio, Students in Cafeteria (Sara Friedman, Megan Yuhas, Serena Mueller)
Grades 3, 4 and 5: Parents in 5th Floor Gym, 3rd Graders in Room 501 and 4-5th Graders in 504 (Rachel Cerlen, Karen Carmichael, Lisa Jaffe)
Surveys handed out and collected by presenters

Setup (starting at 5:00pm)

- Cafeteria (prepare/mark separate tables for Grade 1-2) -- use balloons to clearly mark tables?
- In Front of Auditorium (set up tables for K activities)
- 5th floor (set up rooms for 3 and 4/5 activities, 3rd graders to have taken their chairs to the gyms)
- Afterschool will pickup and exit out from the WEST doors.

Greeting and Location of SLT members:

- Auditorium: Bob/Zoya
- Front door: Lisa, Vicki, Doris
- Double door near back yard entrance: Zoya
- Upstairs directing kids and parents: Sami, Lucie and, later, Debbie
- Kindergarten Teachers/Supervisors ready for kids at 6pm
- Grades 1/2 Teachers/Supervisors ready for kids at 6pm

Directional Signage (Kristin to make)

- KINDERGARTEN: K parents and kids to Auditorium (Arrow)
- Grades 1-2 (Stairwell): Students in cafeteria at designated tables, parents upstairs to 5th Floor Dance Studio
- Grades 3 (Stairwell): Students to Room 501, Parents to 5th Floor Gym
- Grades 4-5 (Stairwell): Students to Room 504, Parents to 5th Floor Gym

Food/Setup:

- Cut 2 cases of apples at 5:00pm (Doris, Kristin, Debbie)
- Bring up water jugs, plates, napkins, cups, platters for apples from SLT closet
- Set up 1 K Burrito station, 1 water table (1 jug) in front of the auditorium
- Set up 2 Burrito stations, 1 water table (2 jugs) in cafeteria (each corner)
- Downstairs team members to set up tables as parents are in presentations

- Downstairs team members (and Dara) set up the food at 6:50pm

During dinner

- Team Members serving, thanking people for coming, talking to parents as they eat, collecting surveys

Cleanup

- Put away folding tables put away
- Water jugs, left over supplies to SLT closet
- Platters, utensils taken home to be washed (someone with dishwasher)

- 2010/11 Community Goals
Decided to make *Communication* with parents our community goal. Will consider other initiatives later in the year.

- CEP: Karen went over the CEP and we began editing and making changes. Will have another editing session on Monday, 10/25/10 at 9am to continue.