

SLT Members in Attendance:

Other SLT Positions	Teacher Representatives	Parent Representatives
Elana Elster, Principal	Briana DeSantis	Barbara Denham
Deirdre McEvoy, UFT	Dan Fagen - absent	Alison Gardy
Jerome Kramer, PTA Co-Pres	Sara Lichtman (co-secretary)	Stefanie Goldblatt
Katie Miller, PTA Co-Pres	Elizabeth McNulty (co-chairperson)	Karen Saltser
	Alexis Ritter	Patricia Saydah (co-secretary)
		William Reinisch (co-chairperson)
		Liz Wedlan

Meeting convened at 7:25am at Booker T. Washington

Minutes:

Dec 8 2017 Minutes were approved with two edits. Once the edits are made, the SLT secretaries will send to Joanne to be posted.

Discussions:

Progress Monitoring of CEP Goals

GOAL 1. RIGOROUS INSTRUCTION

By June 2018, students with disabilities will improve their reading skills as evident by a 5% increase on the New York State ELA exam.

- The Pearson Reading assessment was used in September, at the beginning of the school year, to establish a baseline.
- January assessment to be scheduled to then assess progress and adjust action plan, as needed.

GOAL 2. SUPPORTIVE ENVIRONMENT

By June 2018, the school will develop and implement a peer-buddy program in order to help support sixth graders in their transition to middle school, as measured by a majority of the students responding positively on a survey administered twice during the year.

- The peer-buddy program was active in the Fall 2017 during sixth grade orientation. A few classes are still active (Ritter/McGonagle), and the intent is to re-energize the program in winter/spring.
- A peer-buddy activity will be scheduled for the end of the 2nd term. It was suggested that the buddies have hot chocolate together during homeroom.
- A survey will be administered during 3rd term to collect feedback on the program.
- More buddy activities will be planned for the Spring.

GOAL 3. COLLABORATIVE TEACHERS

By June 2018, every ICT teacher team will participate in professional learning programs in order to improve the instructional strategies used in the ICT classrooms as measured by a 5% increase in the grade point average of the students with disabilities from the first to the fourth quarter.

- Progress on this goal will be assessed with the end of 2nd term grades (available at end of January). The action plan will be adjusted, as needed.

GOAL 4. EFFECTIVE SCHOOL LEADERSHIP

By June 2018, administrative and teacher leaders will collaborate to ensure a differentiated Professional Learning Plan that appeals to a range of teacher needs as measured by an increase of 5% in component 3C (engagement) in Advance.

- Principal will finish observation cycles on teacher engagement in classroom.

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- *Advance* data will be used to measure progress in this area. The Principal will bring *Advance* data to the next SLT meeting, February 9, 2018.

GOAL 5. STRONG FAMILY COMMUNITY TIES

By June 2018, 75% of parents of students with disabilities will attend at least two academically related meetings with teachers.

- School administration will measure this goal leveraging data from 1st & 2nd terms. Parent Coordinator will review sign-in logs from Parent-Teacher Conferences held on November 30, 2017. In addition, administration will check in with the homeroom teachers at the next grade meetings scheduled for Monday, January 22, 2018. Data will be compiled for the next SLT meeting, February 9, 2018.

Formal Progress Monitoring Plan attachment 1.

Quality Review

The Quality Review was conducted by Rosemary Stuart, Senior Director at the Office of School Quality for NYC Department of Education on December 19, 2017 and December 20, 2017.

- The Principal shared her impression of the school on the day of the quality review and her feedback from the exit meeting held on December 20, 2017 after the two days of review were complete.
 - The Principal shared that the students were engaged in the classrooms – discussing, debating, and articulating on the material.
 - The Parents shared that their discussion with the Reviewer was also positive.
 - One of the areas in which the school was rated proficient (Danielson Framework), the Reviewer was looking for a greater use of flow charts to represent the data and develop an action plan.
- School's Preliminary Ratings are:
 - 4 - Well Developed –
 - 1.1 Rigorous engaging and coherent curricula aligned to the CCLS;
 - 1.2 Research based effective instruction that yields high quality student work;
 - 3.4 A culture of learning that communicates and supports high expectations;
 - 1.4 Structures for positive learning environment, inclusive culture and student success.
 - 6 – Proficient –
 - 2.2 Curricula-aligned assessment practices that inform instruction;
 - 3.1 School level theory of action and goals shared by the school community;
 - 4.1 Support and evaluation of teachers through the Danielson Framework;
 - 1.3 Aligned resource to support instructional goals that meet students' needs;
 - 4.2 Teacher teams engaged in collaborative practice using inquiry;
 - 5.1 Regularly evaluate school level decisions with a focus on the CCLS.
- What happens to the Quality Review?
 - The QR becomes a resource for parents considering sending their children to Booker T.
 - The QR is one of the inputs for the Principal's review.
- Ms. Stuart has two months to complete and publish the final Quality Review.

New Business:

Report from the CEC3 Meeting on Blind Admissions to Middle School

The CEC3 meeting was held on Wednesday, December 13th at 6:30 PM at PS 241. Those who attended reported:

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- Office of Middle School Enrollment representatives spoke about Blind Admissions. Two Principals shared how blind admissions would impact their carefully cultivated diversity. The Superintendent of District 3 reported that Blind Admissions would be happening.
- Blind Admissions is likely to result in Booker T. having to test many more applicants.
- The CEC3 Middle School Committee will convene on January 30, 2018 at 9am at Joan of Arc Complex, 154 W 93rd St, Rm 204

Middle School Closings

PS 165 and Wadleigh Secondary School are closing with short notice. Other middle schools will need to absorb these students without testing and without screening.

Community Service Initiative Update

- The family to family gift drive using Amazon Wish Lists was successful and is planned to be repeated.
- Natalie Silverstein from Doing Good Together and Katie Miller met with the 8th Grade Student Council
 - The 8th grade Student Council started to generate a list of ideas.
 - The 8th grade Student Council also started to generate a list of organizations for the Community Service Fair.
 - Can 8th graders take the lead (with guidance) on planning the Community Fair?
 - It was suggested that the Fair occur either in conjunction with, or following, the Wellness Fair on Friday, May 11, 2018.

The meeting adjourned at 8:40 am.

Meeting minutes submitted by SLT co-secretaries Sara Lichtman (teacher) and Patricia Saydah (parent)