

PS 3 School Leadership Team (SLT)

Staff/Teacher Members: Andrea Franks, Katie Kaufmann, Jessica I. Harvey (UFT representative)
Stephanie Kim, Amie Schindel, Lisa Siegman (Principal)

Parent Members: Patricia Laraia, Yin Ho, Naima Freitas, Karen Wong, Tessie Nam, Jocelyn Anker
(PTA Co-President)

Meeting Dates: 10/28, 11/13, 12/16, 1/22, 2/26, 3/23, 4/20, 5/18, 6/17

SLT Agenda

November 13, 2015

7:30-8:20am, Rm 408

- Welcome and setting Agenda items (5mins)
- Lisa Siegman -- Quality Review Update (15 mins)
- Feedback from SLT Members regarding Quality Review (15 mins)
- Next Steps and Wrap Up (15)

Lisa Siegman - Quality Review Update

- Dr. Buffy called and we are up to “proficient” in all areas. It was noted that there is not enough consistency. Then how are we able to try things out and, if it works, how do we share it? Trying new things leads to inconsistency, and if we all do the same things that leads to consistency.
- So the struggle is when something new does work, how do we document it?
- How do we know who uses what? We need to track this.
- We need useful documentation that allows us to share information to know what works and doesn’t and that allows for easy access.
- Teachers are already tracking and sharing information on what works and doesn’t. Seems to be working well.
- Amie – Monday sharing meetings are working great.
- Lisa – A lot more sharing and specifics are needed across the board. Ruby created templates and folders per grade. The notes can be viewed and shared by all, across grades.
- Jessica – Documentation on planning/co-planning so far is ahead of DOE/UFT goals. The “proficient” mark is out of line with expectation since so much more is done.
- Lisa – we could fight and make a case but don’t want to... burnt out and we have our own internal satisfaction. The takeaway that would be useful is having central information to help new teachers coming in. Give the new teachers and those coming back to PS3 a starting point with this information. “Twin Rule” noted. Those families that have twins in two different classes have direct comparison with what each twin is doing. The approach might be different but need to stress they are learning the same things.
- Jocelyn – We should include some parent resources on the website. There’s a perception of no science but there is a lot. Part of the reason for the perception is that

there is no curriculum expectation /curriculum maps to parents. They should know that there are three months of science, for example.

- Lisa – Jack’s class does post information on class website. It’s gotten positive response. This is an underutilized resource.
- Andrea – we’d be overwhelmed to do class website. And would then consistency may be issue, this class does this and this class doesn’t.
- Susan Helden (science teacher) should summarize what’s happening in the upper grades.
- Stephanie – how about a one-page cheat sheet on what teachers do.
- Yin – we could do Fact Sheet or FAQ. Pre-designed questions and post on the website.
- Jocelyn – and it’s not about individual classes, it should be overarching.
- Andrea – weary of having specifics since parents may come back saying “it says this on the website”.
- Workshops done or being done, Catherine/Elizabeth – 2nd grade math, Emily Fox/Karen(?) – early readers.
- No specifics on curriculum, keep it general. For science, expectation by grade of what is covered in each grade.
- Reference to 4th floor diagram by Stephanie showing a master plan. Though this one was made years ago.
- General discussion of teachers have A/B year and rotating each year which plan the class will learn. Make parents aware since they may not be aware. Created for mixed grade classes so kids aren't learning the same things.
- Not all classes have A + B year. Some standalone grades don't divide subjects into A/B year.
- Ks coming in are less independent. All students across the board seem less independent than in years past.

Attendance policy

- Lisa - the need to re-address the attendance policy. too much of a casual attitude from some about being in school.
- Some teachers commenting that it varies with some sending kids to school when seriously sick and others who come M-Th and get kids tutor to make up for missed time in school.
- There is so little time in school to begin with so being out for casual reasons results in kids missing teaching and learning.. and then them not doing well in school.
- This is a good time to communication the Attendance Policy with the holidays coming up.

Parenting Workshops

- Karen - parenting workshops are helpful and worthwhile.
- Lisa - the issue is getting parents to go. PreK Social Worker is there to identify goals but does not conduct the workshops.
there are already literacy and math workshops. Maybe we need to give them a different name instead of "parenting workshop"?
- If it's something about "getting your kid to excel" then parents will come.
- Let's survey the parents about what workshops are wanted.
- Re-name them "Independence for Success".

SLT TO-DOs

- Two surveys - one on mixed-grade, one on parenting workshops
- FAQ fact sheet for PS3

Next steps

- 1st draft of TO-DOs the by next SLT meeting so there is something to react to
- Communication about Attendance policy to go out before the holidays