

**SLT MEETING MINUTES**  
**Meeting date: October 28, 2020**

**In attendance**

- |                           |                     |
|---------------------------|---------------------|
| 1. Emel Topbas-Mejia      | 7. Christina Harvey |
| 2. Jen Bennion            | 8. Chris Jennings   |
| 3. Leanne Gonzalez-Singer | 9. Viki Manolas     |
| 4. Einat Lev              | 10. Conor Doyle     |
| 5. Susan Hobson           | 11. Amanda Burley   |
| 6. Karima Khawja          | 12. Katie O'Connor  |

**I. Review and approval of minutes**

Minutes from September meeting were approved

**II. Introduction of new members and election of officers**

New parent members Karima Khawja, Christina Harvey, and Jen Bennion were introduced. New officers elected: Katie O'Connor as Timekeeper, Susan Hobson as Recording Secretary, and Leanne Gonzalez-Singer as Chair.

**III. Budget**

Ms. Topbas-Mejia said there was no additional funding coming from the DOE. The administration has hired a third permanent (on site) substitute teacher. Used rollover PTO funds to buy 50 laptops for distribution to students. Mr. Doyle asked if there could be a potential budget shortfall this year leading to excession of teachers (as was threatened last year). Ms. Topbas said no, though we are under-register according to our projection. Will need to recruit students for next school year.

**IV. CEP: Action Plan Updates**

Our CEP plan has been shared for review. The superintendent of D6 will finish his review by mid-November.

**V. Communications (tabled from September 30 meeting)**

Mr. Topbas-Mejia reports that robo-communication (texts and calls) has been effective. We are using contact info from student emergency cards and working on updating contact info. Other modes of communication: backpacking flyers, virtual "main office" in Google Classroom, remote office hours, etc.

Susan Hobson raised the issue that teachers communicate with students via Google Classroom but there isn't an easy or obvious way for parents to communicate with teachers. (Transition from Pupil Path to Otis is still in process.) We agreed that the school web site could be updated and revamped to

improve user-friendliness and that there could be better integration of various school websites (main site, PTO, Friends of 187) and social media accounts. We agreed to establish a subcommittee on Communications. Members of the subcommittee are Susan Hobson, Karima Khawja, Einat Lev, Conor Doyle, and Emel Topbas-Mejia.

On a related note: Ms. Elton is no longer the parent coordinator and school will be hiring a new one. Job notice will be shared when it goes up. The importance of finding a bilingual English/Spanish speaker was noted. PTO will help to get the word out to recruit someone from the parent body. We have been assigned an interim parent coordinator by D6, Luz Maldonado

#### **VI. Outdoor Learning Subcommittee**

Chris Jennings and Conor Doyle presented results from a teacher survey about use of outdoor space, showing how teachers have been making use of kindergarten path/garden/pond area and schoolyard. It was agreed that we should maximize usage of outdoor space in the short term but also make long term plans for use in the spring when good weather returns. The goal is to make our outdoor spaces an integral part of our education plan and curriculum going forward.

Rooftop: We discussed the \$100,000 grant to develop the rooftop, but since there's only one egress point onto the roof, and we would need to build additional staircase/door, the cost to make the roof accessible and usable would be prohibitive.

Local parks/Cabrini, etc.: we discussed the possibility of a partnership with Ft. Tryon to have more educational programs in the park; issuing a blanket permission slip to parents to allow trips to Ft. Tryon and other local parks. Einat Lev asked about the possibility of closing Cabrini in front of the school but some felt it would be difficult due to the needs of residents. Motion to table discussion till next meeting.

#### **VII. Procedures for handling PPE noncompliance**

*Switched agenda order to discuss this item first.*

Admin, teachers, and staff are enforcing DOE guidelines, flagging inappropriate use of PPE, reminding students how to wear masks and providing better fitting masks on request. There is a protocol in place in case a student resists wearing a mask, but there have been no reports of resistance or non-compliance in ES or IS.

#### **VIII. Presentation on behalf of the parent committee: Community Standards Agreement for Remote Learning.**

We read Pattie McNab's letter and the proposed "187 Remote Learning Community Agreement: Communication/Expectations," which Leanne Gonzalez-Singer had previously emailed to the SLT. There was some discussion about the purpose of the agreement and what the role of the SLT might be in helping to shape and formalize the agreement. Issues were raised about specific expectations

outlined in the document. There was a suggestion to form a subcommittee to determine how and in what capacity SLT will take on the agreement and the larger issue of community standards. It was also suggested that we could survey parents to ask for feedback on how remote learning is going so far. It was noted that new issues will arise after the opt-in period for blended learning, which ends November 15. We commended the parents who formed the committee and took on the task of thinking about our community standards and drafting the agreement. Motion to form a subcommittee on remote learning. Chris Jennings, Viki Manolas, Katie O'Connor, Amanda Burley, Christina Harvey, Karima Khawja all volunteered to be on the subcommittee. It was agreed that the subcommittee will liaise with parent committee who drafted the agreement