



P.S. 59

WILLIAM FLOYD ELEMENTARY

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Cherry-Ann Joseph-Hislop, Ed.D., Principal
Zachary Mack, Assistant Principal

School Leadership Team Agenda
May 17, 2022, 3:00PM - 5:00PM
Virtual: Via Zoom

Objectives:

Revisiting CEP Goals and suggesting change ideas to keep progressing.

Facilitator: Mr. Mack
Timekeeper: Ms. Sealy
Note Taker: Ms. Godley

Attendees:
Chair: Mr. Mack
UFT Chapter Ldr: Ms. Sealy
Ms. Bernard
Ms. Washington
Ms. Rowe
Ms. Morales
Ms. Abdur-Rahman
Ms. Melchor
Ms. Godley
Ms. Pazol
Ms. Brown
Ms. Austin

To Prepare for this Meeting, Please:

- Read this agenda
- Review the bylaws
- Ensure connectivity via Zoom

Time	Minutes	Activity
3:00 – 3:05	5	Call to Order
3:05 - 3:10	5	Reading of the Minutes CEP goals and progress monitoring for IEPs <ul style="list-style-type: none"> ● IEP completion goal on track- two late, including one student not enrolled in PS 59. One due to SESIS maintenance shut down. ● SLT Training- Mr. Mack turnkey. By laws CR A655 ● Team discussed the need to make By Laws suitable to our team. A few changes were made as follows.

		<ul style="list-style-type: none"> - Term of Chairperson (from 4yrs to 1 yr) - Decision making (from majority rule to Consensus) - Dates posted (from public in school and on web site to “publicly) ● Discussion of needs assessment for the year. Team identified 5 priority needs areas to be addressed (Supportive environment, Quality IEPs, Chronic Absenteeism, ELA, Math) ● The team shared suggestions for working towards the CEP goals. Suggestions include the following: <ul style="list-style-type: none"> - Math: Parent in the school, attending lessons with their child. - Student led workshops (math night, lunch and learn) - ELA: Partner/ buddy reading. - Double foundational skills from September to December - Increase classroom and school library books and use of facilities. - Structured library visits for PBL and other research to be done in library - Ms. Hislop shared some deltas to the structuring and maintenance of classes using the library.(sound system of catalog, borrowing and retrieving borrowed books, no trained librarian) - Ms. Sealy suggested getting volunteers from out of classroom staff and volunteered herself. - Ms. Melchor suggested having parents volunteer to manage the library. <p>Closing recap:</p> <ul style="list-style-type: none"> - Math workshops with family attendance. - Parents in the math class- lessons directed towards parents - Student led workshops - Double foundational skills in the beginning of the year - Library structure and classroom libraries - ELA in Math are big goals in the CEP - New CEP due by Jun 17, 2022, the next two meetings we will work on CEP
3:10 – 3:20	10	Stakeholder & Committee Reports
3:20 – 3:50	30	Unfinished Business
		<ul style="list-style-type: none"> ● 2022-2023 CEP Goals and Action Plans <ul style="list-style-type: none"> ○ ELA and Math were last month ○ Timely Completion of IEPs ○ Supportive Environment ○ Attendance
3:50 – 4:00	10	New Business/ Agenda for next meeting
		<ul style="list-style-type: none"> ● Review Written CEP Goals and Action Plans & Provide Feedback for the Draft CEP

4:00 – 4:55	55	Q & A
4:55 – 5:00	5	Meeting Adjournment
NOTES:	<p>Minutes reviewed</p> <p>Brainstorm for next year's CEP action plans:</p> <p>Timely Completion of IEPs</p> <ul style="list-style-type: none"> ❖ Calendar when IEPs should be opened, keeping breaks in mind. ❖ Share information with IEP case managers about the 10 day window to complete an IEP when it is opened. ❖ Share SESIS outages with all special educators by email. <p>Supportive Environment</p> <ul style="list-style-type: none"> ❖ Explicit lessons on what listening, following the rules, paying attention, and doing classwork mean. ❖ Individualize the approach for some students to engage them deeply in the class. ❖ Broaden the use of Restorative Practices to address challenges with listening, following the rules, paying attention, and doing classwork. ❖ Train additional staff in Restorative Practices. Have DOE RJ folks offer sessions to teachers AND students. <p>Attendance</p> <ul style="list-style-type: none"> ❖ Admin calls to families of students with poor attendance. ❖ Morning calls/alarm clocks. ❖ Expand walking school bus. ❖ Begin attendance incentives, especially P.S. 59 Dollars, at the beginning of the year. ❖ Attendance rally in September. ❖ Reminder morning calls for targeted students at 8 am. <p>Next month we will review the written action plans and suggest changes.</p>	