

# PS 21 SLT Meeting

March 8th, 2022

4:00 pm

Zoom Conference Call

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**Meeting called by:** M. Flowers  
(SLT Chairperson)

**Facilitator:** M. Flowers

**Attendees:** *M. Flowers* (SLT Chair); *B. Thompson* (Principal, IA); *S. Shaw* (PTA President); *A. Charles* (PTA Treasurer); *N. Campbell* (SLT Parent member); *C. Morgan* (SLT Parent member); *L. Green* (PTA Recording Secretary); *K. Welch* (Parent Coordinator); *D. Johnson* (UFT Representative); *A. Vivar* (BCS Representative); *L. Durant-Fletcher* (DC 37 Representative)

**Please read:** SLT Meeting Agenda; CEP

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## *Minutes*

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Ms. Flowers called the meeting to order at 4:06 pm. The SLT reviewed the minutes from the previous meeting. Ms. Campbell motioned to accept the minutes; Ms. Morgan seconded the motion. The SLT passed the minutes, and Ms. Flowers directed the team to the agenda.

- ✓ **Middle School Update** (*SLT Chairperson, M. Flowers*)
  - The middle school application process has closed. Though the process was overwhelming, the parents were very understanding and respectful. Eighty student applications have been submitted. Unfortunately, six families did not complete applications-two students are moving out of state, two students are attending charter schools, and two students did not apply for school placement.
  
- ✓ **PTA Update** (*PTA President, S. Shaw*)
  - **Trips-**
    - The *Sesame Place* trip is on June 2<sup>nd</sup>. The 56-passenger bus for this trip it is sold out, and the PTA is not getting a second bus.
    - The *Dorney Park* trip is on June 11<sup>th</sup>. Seats are still available for this trip.
  - **Fundraising-**

- The 3rd grade trip to Pennsylvania is scheduled for Monday, June 14th. The initial popcorn fundraiser gave the school a little over \$1000 profit. The PTA plans to redo the popcorn fundraiser beginning Thursday, March 10th. The fundraiser will end on March 25th. If more students participate, there will be no fees for students to attend the trip.
      - *Senior Pictures*- 10 to 12 students still have not paid for their senior packages, including the senior photo.
    - **Questions/Comments-**
      - Ms. Morgan inquired about school trips relating to vaccination and mask mandates. Ms. Shaw informed us that for out-of-state trips, vaccine mandates are still in place as per NYCDOE protocol.
- ✓ **BCS Update** (*BCS Representative, A. Vivar*)
  - Mr. Vivar has engaged with the NYPD Community Affairs and Youth Officers because of the increasing safety issues in the community. As a result, Community Affairs and Youth Officers will be posted outside the school during BCS dismissal-Monday through Friday from 5:30 pm to 6:30 pm.
  - *Holiday Camp*- 49 students attended the mid-winter *Holiday Camp*. BCS will also host *Holiday Camp* for five days during spring recess in April.
  - Applications for BCS summer camp will be available in April.
  - **Questions/Comments-**
    - Ms. Flowers asked about the number of applications available for summer camp. Mr. Vivar replied that 140 applications would be available. However, if DYCD sees a need in the school, they will increase that number.
- ✓ **UFT Update** (*UFT Representative, D. Johnson*)
  - It is time for the UFT staff to begin working on the SBO (School-Based Option). Principal Thompson, UFT members, and the consultation team will collaborate to discuss options for school start time, parent-teacher conferences, and PLC's. All requests must be agreed upon between the DOE, Principal, and UFT union.
- ✓ **Principal's Update** (*Principal, IA, B. Thompson*)
  - **Updates**
    - *Program Updates*- Today, our school has begun the Kindergarten- 2<sup>nd</sup> grade *AIS* program and the 3K/PreK *Arts* program. Educators and parents are excited to start these programs as they offer more learning opportunities for our students. Our students are fully engaged in a variety of afterschool programs-
      - *AIS*- Kindergarten through 5<sup>th</sup> grade
      - *Academic Recovery Services*- Kindergarten through 5th grades
      - *Full Steam Ahead*- Kindergarten through 2nd grade
      - *Saturday Academy*- 3rd through 5th grades
    - *School Building Construction/Repair Projects*- The Department of School Facilities and the NYC School Construction Authority are slated to begin two separate projects within and surrounding the school.
      - **Boiler** (Summer- September 2022)- Principal Thompson met with school construction to go over plans for the boiler installation. The

UFT chapter leader and PTA president were also a part of this discussion.

- **Elevator** (Summer 2022)- To increase accessibility for school community members, an elevator and ramp (in front of the school building) is being installed.
- **Bathrooms** (March- Summer 2022)- Construction has begun on the first-floor boys' and girls' bathrooms. Bathrooms in the 3K and PreK classrooms will also be renovated.

○ **CEP Guidance-**

- *Section 1- CEP Overview-* The SLT will use qualitative and quantitative data to decide our CEP goals. The SLT will also collaborate with the Instructional Leadership Team to use student interviews and reflection protocols to gather data. As a team, we will analyze the data trends to find areas of strength and need. Next, we must identify the root causes of the needs and develop the next steps to rectify the issues. Using guidance documents provided by the DOE, the school will conduct needs assessments to gain data.
- *Section 2- School Information-* This section lists all the school's information. Again, as a team, we will update the information, as necessary.
- *Section 3- CEP SLT/Stakeholder Signature Page-* This section includes a signature page for all members of the SLT. The signature page must be signed in person by all members.
- *Section 4- School Summary-* We will develop a narrative for our school in this section. The current CEP has outdated information; therefore, we will revamp this section as a group.
- *Section 5- Continuous Improvement Planning (Goals, Progress Measures, Action Plans)-* This section discusses our content areas. Our school is using *Into Reading* for ELA and *Envisions* for Math. Principal Thompson does not find it valuable for the students to switch curriculums. There are five areas of concentration in the section-ELA, Math, Supportive Environment, Chronic Absenteeism, and Quality IEP's. For each area of concentration, there is a process to find and meet priority needs.
  - What is our priority need? How do we measure the need?
  - What is the root cause?
  - How will we meet goals? (August - January window and February - June window)
  - How do we engage with the families and community at large for support with meeting our goal?
  - The SLT and ILT will use progress monitoring and timelines to measure the effectiveness of practices.
- *Section 6- Multi-Tiered Systems of Support (MTSS)-* This section focuses on RTI and AIS. As a school, we support our struggling students, including academic, behavioral, and socioemotional support. As it relates

to students in temporary housing, how is the school community supporting those families? We have a BTG social worker, Ms. Cameron, and a Community Coordinator, Ms. L. Robinson.

- *Section 7- Parent and Family Engagement Policy and School-Parent Compact-* Our school policy should align with DOE guidelines. The DOE dictates information related to family engagement. Our goal in this section is to encourage school-level involvement. Principal Thompson asked the parents on the SLT to pay attention to this section, as their input is valuable. He wants to create a document that shows what we are doing and our aspirations as a school. We will use existing DOE policies for the school-parent compact, but we will add information to make it our own.
- *Appendices-*
  - *1- Language Allocation Policy (LAP)-* The law is that all information the school distributes to families must be put in multiple languages, including the school website. Principal Thompson would like the school to communicate with parents in various languages. This section also discusses teacher qualifications to support multilanguage learners. We will use information from school demographics for programming. Principal Thompson will provide the team with information from an assessment analysis. Based on the data, the team will evaluate and answer a series of questions relating to what we are doing for the students. Priorities are specific to the last administration; we will discuss changes as a team.
  - *2- Translation and Interpretation (LTI) Plan-* We will follow federal, state, and DOE policies. The SLT will also develop a plan for communication with parents of ELL students. The DOE supplies translation support for the school. As a school, we must inform parents that it is their right to have a translator at meetings.
  - *4- Title I Program Information*
  - *6- Submission Assurances-* Principal Thompson is collaborating with the SLT for the submission of the CEP. He does not have a timeline for submission; however, he does believe that it is due in the summer. The document will be developed in progression through the rest of the school year.
- *Questions/Comments-*
  - Ms. Flowers asked the SLT members how they would like to work on the CEP. Principal Thompson responded that to work on the CEP, we must find out the due dates. He believes working on sections according to a timeline will be effective because we can complete each section by their deadline. Principal Thompson said that he would have clarity about the CEP deadlines by the next meeting.

- Ms. Flowers asked SLT members if they wanted to begin working on the CEP at our next meeting. Ms. Campbell replied that yes, she believes that the team can tackle some sections at the next meeting.
  - Ms. Flowers motioned to move the next meeting to in person. All members of the SLT agreed that the meeting would be held in person at the same time, 4:00 pm. The SLT will notify the school community that meetings will be held in person.
- ✓ **Open Discussion** (*SLT Members*)
- Ms. Johnson suggested that the school CEP makes Science a priority as well.
  - Ms. Flowers gave an update from the BRT meeting. Added exits will not be opened for afterschool dismissals.
  - Ms. Fletcher inquired about getting our school in the monthly D16 newsletter sent by Camelia Brogdon-Cruz. Ms. Welch replied that the schools in the district are rotated for the newsletter, and it has not yet been our school's turn for selection.
- ✓ **Next Meeting-** April 12<sup>th</sup>, 2022, at 4:00 pm.

Meeting adjourned by M. Flowers, S.L.T. Chairperson (4:55 pm)