



## SLT Minutes

November 19, 2009

✓ R. Asher, Principal  
✓ T. Evangelist, AP Science

✓ M. Mandery, BTAF  
✓ S. Chan, Parent Coordinator

✓ D. Baldwin, UFT Chair  
✓ R. Lehrman, UFT  
✓ L. Parizman, UFT  
✓ A. Ahmed, Student  
✓ U. Kadziolka

✓ J. Hertzberg, PTA Co-President  
✓ T. Law, PTA  
✓ L. Morano, PTA  
✗ M. Tang, PTA  
✓ D. Gold, PTA

1. Meeting called to order at 4:37pm.
2. Minutes from October 22, 2009 were reviewed. Mr. Asher clarified the corrections that were reviewed, revised and adopted. Mr. Fanning's committee minutes were discussed. Unanimous approval on minutes.
3. Subcommittee reports were discussed by Ms. Hertzberg. A. Ahmed spoke about having a vote for a new language brought to the school. There should be a survey somehow to poll the students about the languages they want.
4. Curriculum was discussed by Ms. Lehrman. She wanted to know who the committee was composed of. Ms. Lehrman pointed out that rubrics and timetables do not exist for many courses. Ms. Hertzberg pointed out that we should not expand this project too far. Are the teachers teaching something different from the curricula/syllabi that the Assistant Principal's have on file"? Mr. Asher pointed out that many teachers may not realize that teaching certain courses entails certain content and procedures. Chemistry Honors and English Honors should have existing curriculum along with Project Lead The Way courses, AP courses and Physical Education courses. These should be in the curriculum report for this year.
5. Performance expectations. Ms. Hertzberg spoke about changing the goal for this year. A. Ahmed spoke about the development of rubrics. Mr. Williams, Ms. Chan and Mr. Fanning will spearhead a project for parents regarding a parent handbook. Mr. Asher commented that many of the pieces are in place for the faculty handbook and that they need to be put together to make documents that are comprehensive and clear. Reference by Mr. Asher was made to proper procedures regarding Sub Central, student dress codes and elevator policies. We might also need to look at the student planners and what should go in there. The statement of what AP's looks for in observations need to be clearly stated as well. For the parent handbook there are parents sitting in on that discussion. We need to be careful as not to have too many members or each group involved as it may slow down the process. The faculty handbook should be a resource and reference for the teachers. It was suggested that a faculty member be available to help out with the parent handbook. Maybe the expectations of supervisors and custodial staff need to be spelled out. People need information about how they can do their job and these documents can help guide us – maybe the goal needs to be rewritten so that we don't overstep our bounds. Perhaps it should read "identify and communicate" certain desired expectations. Expectations of supervisors regarding Common Time and PD were reviewed. The filling of strands and C6 was discussed and how some have limited availability and seniority issues.
6. Mr. Asher provided a handout of all Common Time Professional Development regarding Differentiated Instruction. It has been highlighted in the document which strands address the CEP goal of DI. There was a question about the master observation log and Mr. Asher explained what the master log is. Individual teaching professional development plans is also DI but for teachers. Different teachers and supervisors have different goals and needs as well. Mr. Asher spoke about how Science has showed DI and that not having

DI does not mean an unsatisfactory rating. Does there have to be PD at department meetings or just at Common Time?

7. Facilities: We have six goals on draft including one for facilities. The agenda from the November 3, 2009 meeting were reviewed. Maybe we need to drop this action plan from the CEP? The budget is made first and the CEP has to be matched to what you can afford in your budget. There is a correlation between budget and what facilities can accomplish. This piece of the CEP might need to be taken out. The elevator work has been started. The cafeteria report was reviewed and a student noted times it took to get served. The students seemed to want healthier food. The teacher cafeteria will be closed on November 25, 2009. What will we do with the space? A request for proposals will go to the entire school for input. Locker rooms cannot be upgraded with Title I money.
8. Communications was addressed by Ms. Morano. The goal should be changed now that we have identified areas that need improvement. A phone blast was suggested for juniors and seniors to remind them to fill out their information online so that they can be contacted via email. This needs to be addressed again at the next SLT meeting.
9. College Credit Accumulation. Mr. Asher, Mr. Barclay, Ms. Baranowski and Ms. Sirianni attended a PLTW Conference to explore bio-chem options that mirror the engineering program. College credit is granted primarily via AP exams. We are trying to increase the amount of credit granted through local colleges. We need to send people out more often to see what other high schools are doing. We have increased access to credit by talking to NYU Poly. Perhaps we can open a Navy ROTC program? Colleges are getting hit hard budget wise and their outreach money is drying up. Will all the credits transfer? It may or may not, and may cost the students money for credits that don't. But it does look good on resumes and transcripts for the admissions process.
10. Title I parent subcommittee update was given. Mr. Gold commented on a college essay writing workshop. The Science intervention meeting was reviewed. Title I funding was discussed regarding the notion that low income means low performance and how it was not necessarily true. Things need to be approved DOE lists in order to be purchased. We need to use the money before it expires because of the rules that govern it.
11. A review of the changes to the goals was reviewed briefly. There is a section on page 23 that needs to be updated because of changes in staff. We need to sign the signature page for the CEP draft that was submitted.
12. Good news on budget is that we didn't get hit that hard on register loss. We thought we would lose 480k but it is projected @397K. The next cut might be 4.9% - an additional 4.9% on top of what we had already. Movements in staff will help. Maybe dropping students from classes might help. We are not sure as to all the rules are regarding what we can do with our staff when it comes to budget cuts. We did get the Title I money due to lunch form submission.
13. The AP Administration position is posted and Marc Williams can formally apply for it. We need a C30 committee for this interview. One AP will be serving on that committee. UFT representatives are needed. It needs to be determined by the various constituencies. We are looking for this to occur in January.
14. We did get an A on the progress report. Accurate data is to thank for this. Our peer group is competitive and this is tough to overcome. Are we really a "D" for School Environment? The Likert scale hurts because there are gaps in the points that can be awarded for each answer. Is it fair that we are compared regarding communication to schools with just 200 students? Is there an issue with the phones and private



conversations? Is there a convenient place for faculty making phone calls? Email is better because it leaves a written record of the contact. Respect by school safety was an issue. Student survey will be done in period 3 classes. Spring parent conference is a good time to survey the parents. Faculty has to do the survey electronically – the faculty meeting will be a good place to do that on that month. Marc Williams will be in charge of overseeing the distribution of the survey and explaining the process to faculty.

15. How can a student who gets a 5 on an AP exam get a 70 in the class? Should this be a correlation between class and AP grades?
16. Many seniors are upset with the college office and new procedures. The students found about these new changes after taking initial action regarding their college applications and procedures. How can it change after being established?
17. Meeting adjourned 6:42pm.