



## SLT Minutes

November 29, 2007

- |                               |                         |                              |
|-------------------------------|-------------------------|------------------------------|
| ✓ R. Asher, Principal         | ✓ D. Baldwin, UFT Chair | ✓ J. Ewing, PTA Co-President |
| ✓ D. Fanning, APO             | ✓ D. Belmont, UFT       | ✓ S. Goltser, PTA            |
| ✗ M. Mandery, BTHS Foundation | ✓ J. Ludwig, SLT Chair  | ✓ A. Grundman-Cooper, PTA    |
| ✓ A. Ahmed                    | ✓ I. Yu, Student        | ✓ J. Hertzberg, PTA          |
|                               |                         | ✓ G. Hines, PTA              |

### 1. CALL TO ORDER

- Mr. Asher called the meeting to order at 4:30 p.m.

### 2. SELECTION OF SLT CHAIRMAN

- Mr. Asher introduced the question of length of term for the Chair, to be either rotated or for the year. Voices in favor of both views were heard. Mr. Ludwig moved that a chairperson be elected for one year; Mr. Baldwin seconded. Motion carried.
- Mr. Ludwig was sole nominee for Chairman, and was elected unanimously and assumed the Chair for the remainder of the meeting. He presented a brief history of the SLT as a “beautifully conceived mechanism” to bring all constituencies together to write the CEP and coordinate it with the budget, keeping in mind the Principal has the authority and responsibility.

### 3. REVIEW OF COLLEGE OFFICE

- Mr. Ewing reported that the PA had formed a College Process Committee to make recommendations for improving the college advisement and application process at Tech. They are seeking greater clarity regarding the duties of the guidance/college counselor; secretary; teacher/advisor; and scholarship advisor. Mr. Ludwig noted that there are clearly defined job descriptions for each title. Ms. Grundman-Cooper expressed special concern that there be one-on-one advisement for all students and Mrs. Hertzberg emphasized the need for research comparing models for the application process used by different high schools.
- The parents are interested in answers to the following questions: How does Tech compare with peer schools in terms of the college process? How many people are actually needed in the College Office to better serve the students? What resources does BTHS offer the seniors and are they enough?
- Mr. Asher moved as follows: The SLT shall form an exploratory committee to review college services at Tech in reference to how they affect the seniors. It was also suggested that the SLT go outside of its members for assistance and feedback. The Chair called the question. There was consensus and the motion carried.

### 4. TEST PREP PROPOSALS FOR SAT/SAT II CLASSES

- Steve Roseman and David Fanning met with the above companies and they provided the following information for test prep opportunities:
- They will provide a significant bulk discount for our students to take their SAT prep program: Princeton Review \$499; Revolution Prep \$299; Kaplan \$TBD
- The prices are fixed for this year. Brooklyn Tech will provide the space.
- The prep program will probably include all grades.
- Payment will be between the parents and the company.
- Once all details are in place, a letter will be drafted and sent out to all of the parents.

### 5. IMPROVEMENT TO COMMUNICATIONS

- Mr. Asher reviewed bulletin board changes at Tech to make SLT Minutes and Comp Time postings more accessible. Documents noted will be posted outside 1W4.
- E-Blast to Faculty, Students and Parents: Review of SI Tech Monthly Newsletter (handout included) Mr. Asher suggested that there is almost too much information in the S.I. Tech newsletter, and that our communications should be more focused than S.I. Tech's.
- There was a discussion about obtaining parent e-mail addresses and the team was informed that the Parent Coordinator has already collected a couple of thousand e-mail addresses from parents.
- Calendars on the BTHS website were discussed. Mr. Asher suggested that some kind of consolidation of existing calendars is needed.

## **6. BUDGET**

- Mr. Asher distributed the of Galaxy breakdown of budgeted salaries for all Tech employees 2007-2008. Mr. Ludwig noted that the document provided by Mr. Asher is more useful than the budget info found online at the at the DOE portal for Tech because the web statistics are by departments or programs, not by individuals. Mr. Ludwig also noted that Tech has done well under Fair Student Funding (FSF).
- Mr. Asher noted that BTHS is \$1,000,000 short of its budget, but the gap has been filled with \$400,000 under FSF.
  - i. Mr. Ludwig asked: What if the SLT wanted, only for example, to institute a writing program and include that in the CEP? Would the SLT be able to shift around the funds listed in the budget at will? Mr. Asher: Yes, but everyone should keep in mind that as funds are shifted, other services presently funded would not be performed.

## **7. FACILITIES REPORT**

- **Elevator Update by Mr. Asher**
  - i. Results from meeting on November 7, 2007 is as follows: Centennial Elevator has submitted a proposal for repairs, improvements, and upgrades and is moving forward. SCA has received proposal and we are waiting to hear from them.
  - ii. BTHS is hoping that SCA picks up the cost because they were negligent in providing basic services for safety and functionality.

## **8. ARBITRATION / STIPULATION IMPACT**

- Rotation of duties: In February 2008 some administrators will change their duties
  - i. The AP line is closed for Social Studies. Mr. Baskind has been asked to supervise the department.
  - ii. Ms. Binta Jalloh is asked to serve as Health, Safety, & Security AP
  - iii. Mr. Charles Pomaro is asked to serve in Mr. Joe Kaelin's role as Student & Parent Engagement AP based on his skill set
  - iv. The math department will be splintered into two departments. Mr. Kaelin will be asked to serve as AP for general math and Mr. Alan Palmer will be asked to serve as AP for Computer Science, Web-Digital Communication, Data Analysis and Attendance

## **9. NEW BUSINESS**

- Dr. Phillip Jeffrey & Dr. Horace Walcott were able to get an increase in our Gateway Program grant of \$480,000 over the next three years.
- Brooklyn Tech could be flagship program for the top
- Faculty and students will be co-publishing in the future.
- We expect the Gateway Program to grow to double its size.

## **10. UNFINISHED BUSINESS**

- Suggestions for Renovation of School Sign @ Ft. Greene Place & DeKalb Avenue
- Current Work Orders
- Faculty Workspace Improvement Plan
- Computer Network Improvement Plan
- Capital Plan Submission

## **11. MEETING ADJOURNED AT 6:10 PM**

**Next Meeting: Thursday, December 20, 2007 @ 4:30 PM, Room 1W26**