

The Richard H. Hungerford School

School Leadership Team Meeting

November 28, 2018

Present: David Vota, Kisha Nembhard, Katie DeForest, Al Vota, Karen O'Brien, Jeanne Englert, Danielle Pellegrino, Kristin McHugh, Kelly Anne Tobuck, Dominique Tate, Kathleen Boyer

Absent: Maritza Sabato, Marie Ross, Celeste Deross, Janine Romano, Josephine Fox

1. The minutes of the last meeting were approved as circulated.
2. Budget: Al distributed a comprehensive listing of OTPS money and how it is allocated.
3. PTA: Winter Wonderland – the entire MPR will be used, students will eat lunch in classrooms. Jeanne distributed a schedule for classes, including offsites, showing times they will visit. The fair is a fundraiser so the PTA can help teachers purchase things they need. For example, five headsets are needed for the play. They cost \$300-400 each. The owner of the Manor House is donating 20% of the day's receipts for the day of that fundraiser. Door stoppers –Danielle said the PTs tested 4 different kinds, none was entirely suitable. One seemed to work well but needed to be drilled into the floor and the custodian said no.
4. School/Site update: the bathrooms on the third floor are being fixed. The safe room padding is here and will be installed shortly. The plexiglass partition has been removed and replaced with plywood and a smaller window.
5. New Business – Kristin spoke to Patricia Klebenov, director of placement, about the idea of possibly keeping the main site building as a transition center once we move to Petrides. She said that would be fine with her and directed us to send a letter to Karin Goldmark, the deputy chancellor of planning and design. A letter was drafted and reviewed by the team. An edited draft is attached and circulated as part of these minutes. When the team agrees the letter will be sent. We are also in touch with Rose Kerr of the Boro President's office who will ask the School Construction Liaison to contact Kristin.
6. The next meeting is Wednesday, December 19 at 5:30 pm at the main site. The SLT members will also meet at the main site on Tuesday, December 11 at 5 pm to help the PTA set up for the Winter Wonderland.