



**School Leadership Team
Meeting Minutes 11.18.2019
First Floor, Library**

In Attendance:

Mr. Stephen Hernon, Principal, IA
Ms. Arelis Javier, Teacher
Ms. Antiqua Lewis, Teacher
Ms. Karima Pace, Teacher
Ms. Alexis Kelly, UFT Chapter Leader
Ms. Aimee Chang, Parent
Mr. Andrew Chu, Parent
Mr. Kurt Weiss, Parent
Ms. Damaris Carrion, Parent Coordinator

Meeting was called to order at 4:25pm with a rose greeting led by Ms. Javier. Prior meeting minutes were reviewed and approved with corrections. Approved minutes will be emailed to Shawn and Damaris for posting to website and hard copy.

Review and Approval of Bylaws:

1. Postponed until required committee members are present.

Principal's Update

1. Monthly value is gratitude: theme of assemblies and monthly book that Mr. Hernon participated in reading with students.
2. Curricular: Title 3 funds given for immigrant students (born outside the U.S., plus ELL/MLL). Funding was used to purchase High-Low books (books with content and appearance of that which middle schoolers would read, but at a lower reading level). Also purchased iReady licenses (diagnostic teaching tool). The intent is to roll out more iReady subscriptions if the pilot is determined useful.
3. Online NYC DOE School Performance Dashboard presented on Promethean board: an interactive dashboard that presents comparative performance metrics over time. One can select parameters to compare RSMA data to the city, district, and similar schools. Mr. Hernon presented the "Impact and Performance" graph as most interesting because the data pools comparable students/schools. A school's impact score represents how well a school is supporting the students they have, where they are at. Mr. Hernon archived historical data and also noted an increase in RSMA's impact score in 2018-19 vs. 2017-18. The intent is to use this data by looking at long-term trends - focusing on growth vs. overall achievement - and to break the data down into sub-groups to track growth of all students.
4. Online NYC DOE School Quality Guide Dashboard: includes answers to every survey question at fine grain detail. RSMA staff emphasized the serious nature in which survey responses affect family decisions to enroll, potential new staff to apply for employment,



and DOE leaders (like the Schools Chancellor and District Superintendent) to evaluate a school at first glance. Ms. Carrion emphasized the importance of informing survey participants (staff and families), of the significant impact their responses make, so as to avoid utilizing this format to vent grievances vs. presenting the broader picture. Mr. Hernon suggested sending out a Fall survey to staff and families as a platform to gather interim feedback.

PTA Update

1. November 19 is the next PTA meeting with the rollout of a new “Get to Know You” series, meant to introduce RSMA staff to families. Ms. Perez will be the first guest speaker. Ms. Pace suggested including middle school staff to speak, not only about themselves, but also middle school application processes in a workshop format.
2. Mr. Hernon recommends we online stream all PTA meetings and workshops to increase accessibility to families who are unable to attend.

Parent Coordinator’s Update

1. Many more activities (workshops and family events) are in the works this school year.
2. Emphasis on communication: Ms. Carrion is reaching out to tenants associations in the neighborhood. First up is for Mr. Hernon to visit The Amsterdam Houses.
3. Kindergarten applications open in December vs. January this year, so there is a need to move more quickly on neighborhood visits. Staff and parent volunteers currently include: Ms. Carrion, Mr. Hernon, Ms. Qureshi, Mr. Weiss, Ms. Oh, Ms. Chang.
4. The Pre-K waitlist is around 250 students. Although there is no concern about upping enrollment numbers in Pre-K, Ms. Carrion and Mr. Hernon are pursuing free Pre-K after school through grant-funding to serve the neighborhood population that will continue on past Pre-K.
5. West End Secondary will be visiting RSMA students as reading partners.
6. Annual dental and vision vans are scheduled for January.
7. Ms. Carrion will commence emailing all staff the school calendar in a format similar to what is distributed to families.
8. November 26th: Thanks-for-giving family event.
9. December 19th: RSMA Celebrates the Holidays in collaboration with the PTA. Ms. DJ’s students will perform “The Grinch,” sing-a-long, hot chocolate bar, corporations to donate gifts to all families.

SLT Committee Roles for 2019-20

1. Mr. Hernon has access to only one piece of CEP - this will be shared via Google Docs with the committee and work will commence at the next scheduled SLT meeting.

Next Meeting Agendas:

1. Tentative December 2, 4p meeting (10-15 min) to vote acceptance of and sign-off on SLT Bylaws by required members. Ms. Carrion to confirm due date of December 6.
2. December 16, 4p (note change in start time): CEP working session
3. Upcoming: January 27th, February 10th



Meeting was adjourned at 5:15 pm.

Respectfully Submitted,
Aimee Chang