

School Leadership Team Meeting

Monday, February 24, 2020

3:45 p.m. in Room 217

Call To Order: The meeting was called to order at 3:45 p.m.

Attendance:

Name	Constituency	Attendance Status
Elizabeth Mitchell	Principal	Present
Kimberly Richardson	Teacher/UFT-designee	Present
Tara Cortes	Teacher	Absent
Christina Dans	Teacher	Present
Yolanda Nazario	DC 37 Representative/ School Aide	Present
Shakia Ahmed	PA President	Present
Laila Ahmed	Parent	Present
Ayesha Begum	Parent	Present
Mossamat Aktary	Parent	Present
Afroza Nila	Parent	Present

Reading and Approval of the Minutes from February 10, 2020:

- The minutes from the February 10th meeting were accepted by Laila Ahmed.

Title I Activities:

- We are awaiting news from the Title I PAC Chair, Mr. Anwar, about the spending plan for brainpop.com

- During the meeting Shakia Ahmed reached out to Mr. Anwar and he responded that he will send the Title I 1% spending plan tonight.

CEP 2019-2020:

Dr. Cooper from the District Office has offered support in writing the CEP.

Other Business:

- 311 calls were made by P.S. 64 parents concerning outdoor dismissal during inclement weather.
- Ms. Mitchell has established that notices have been distributed and preparation for outdoor dismissal have taken place.
- Indoor dismissal creates overcrowding and unsafe conditions within the school.
- Notices will be sent out again, to remind parents to prepare their children accordingly for outdoor dismissal during inclement weather.
- The safety of all students and staff in the building will be the main priority.
- The fire alarms went off accidentally today.
- A planned drill will allow time for students to retrieve coats.
- During a real fire emergency, all staff and students must leave the building immediately and the fire department will be called.
- Fire safety procedures were reviewed.
- Benchmark universe free trial has expired.

Adjournment: The meeting was adjourned at 5:45 p.m. The next meeting will take place on Monday, March 16, 2020.