

Date: November 9, 2021

Time: 4:30 PM-6:30 PM

Participants: Donny Lopez (Principal), Samantha Seigel (Chair, staff), Therese Mei (PTA President), Kelly Aherne (UFT rep), Matthew Goodwin (staff), Nathalie Roussel (staff), Allyce Fucigna (staff), Mindy Mitropoulos (parent), Erika Cagney (parent), Cyrus Boquin (parent), Theresa Soriano (parent), Yael Strulovici Barel (parent)

Meetings Prepared by: Yael Strulovici Barel

4:35 PM - Call to Order and Introductions

- **Hellos and introductions, selection of Secretary, Co-Chair, Timekeeper**
 - Introductions
 - Secretary: Yael Strulovici Barel (Theresa Soriano to help, if needed);
Timekeeper: Kelly Aherne; Parent Co-Chair: no volunteers, role remains open (role description: meet with Donny Lopez and Samantha Seigel to set-up the agenda for the meeting, lead the meeting and send correspondence to members along with Samantha Seigel)
- **Set future meeting dates**
 - Tuesday evenings
 - Alternating between 1 hr meeting to 2-hr meetings each month
 - December 7 (5-6); January 11 (4:30-6:30); February 8 (5-6); March 8 (4:30-6:30); April 5 (5-6); May 10 (4:30-6:30); June 14 (4:30-6:30)
- **Review of SLT Bylaws**
 - **Updates**
 - Number of parent members of the SLT reduced from 6 to 5, in addition, there will be 4 staff members + Principal, PTA President, UFT rep
 - The members will not be representing specific programs at school, but the entire school instead
 - Adding elections for the parent members of the SLT at the end of the year so that parent members have a staggered start, several parent members volunteered to run again at these elections
 - SLT meetings will remain remote (via zoom), members are invited to participate in person from the Principal's office, all parents and staff are welcome to join the meetings by zoom
- **Principal's report**
 - **COVID-19**
 - School was a successful pop-up vaccination site, 50 vaccine doses were prepared, 49 were administered (to 47 pre-registered children + 2 walk ins), date for the 2nd vaccine dose pop up will be sent out to the school community
 - Only ~50% of the students have a consent in place to be randomly tested for COVID-19, this number is low, and the same children get tested every week, which is not efficient; at least 70% of the students need to have a consent in place, a paper form will be sent out to families again

- and teachers and staff will approach parents at drop off, encouraging them to fill out the consent form for their children
- **Equity Committee**
 - There will be a discussion about Thanksgiving – how should the history of the holiday be taught - Should it be updated and how will it be adjusted for children of different grades?
 - **PTA report**
 - **PTA sales**
 - Bake sale on Election day was successful and raised over \$300, the PTA is discussing dates for the next bake sale, there is a need for more parent volunteers
 - Catalog sale is ongoing
 - Rummage sale will take place in early December, a flyer will go out to the school community
 - Merchandise sale of PS163 apparel: a website is being set up, will offer a variety of PS163 merchandise, hopefully, the website will be up and running before the next Spirit Day
 - **School website**
 - Suggestion to add a picture and a short bio for each staff member to the school website, this will help parents familiarize themselves with the school staff, especially when they are not allowed to go into school and there are no in person events at school, due to COVID-19; currently the only picture and bio on the website are of Mr. Lopez
 - **School Budget**
 - Budget overview
 - Mr. Lopez distributed the budget via email prior to the meeting and presented an update on it during the meeting
 - Mr. Lopez explained the different sections of the budget and what they cover, including Per Diem (school wide absences), and Per Session (activities before 8 am and after 3 pm)
 - Chrome books
 - New chrome books were ordered and will arrive in December
 - There will be another order of chrome book in January as new chrome books are expected to come out in February

6:31 PM Meeting close

NEXT MEETING: December 7 (5:00 PM-6:00 PM)