**Date:** 04/23/2025 **(Ran Out of Time – Will be Continued on 05/07/2025)**
**Time:** 3:30 pm - 4:30 pm
**Location:** Francis Parker School No. 23/Microsoft Teams
**Facilitator:** Passamonte
**Timekeeper:** Waxmonsky
**Note taker:** O'Hara
**Norms Tracker:** Walter
**Members Present**: Katie Yarlett-Fenti, Cheril Passamonte, Megan O'Hara, Danielle King, Katherine Clark-Walter, Kristin Waxmonsky, ~~Robin Goldberg~~, Gabby Lahoda, ~~Norman Fearrington, Patricia McKinney~~, Carla Roberts
**Guests:** N/A

**Schedule** [60 min]

| Time | Mins. | Action/Activity | Person Responsible | Target Dates | | Status |
|------|-------|-----------------|--------------------|--------------|---|--------|
| 3:35 | 1 | **Review objectives for today/Agenda**<br>**Standing Items:**<br>• Welcome New Members<br>• Assign Times & Roles (Standing)<br>• Review Norms (Standing)<br>• PD Approval (Standing)<br>• Events Committees<br>• School Improvement Plan<br>• New Business<br>• Agenda for Next Meeting<br>• Pluses and Deltas | Facilitator | | | |
| 3:36 | 1 | **Topic: Assign Times and Roles**<br>**NOTES:**<br>• Done | Facilitator | | | |
| 3:37 | 1 | **Topic: Review Norms**<br>**NOTES:**<br>• Take an inquiry stance<br>• Ground statements in evidence<br>• Assume positive intentions and take responsibility for impact<br>• Stick to protocol and hear all voices<br>• Start and end on time<br>• Be here now<br>• Expect non-closure<br>• Expect discomfort in the service of learning | Norms Tracker | | | |
| 3:38 | 15 | **Topic: PD Approval**<br>**NOTES:**<br>• None to approve<br>• Upcoming PD Requests<br>    ○ K-5 Math Pilot Training (4 hours) | Katie | | | |

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- Our school will be part of the first cohort for rolling out the new iReady Math Curriculum.
- Some schools participated in a 2-week trial of the curriculum, and they were able to give feedback to the math dept.
- Training to take place in the summer, it will be 4 hours.
- Possible dates include August 18th, August 19th, August 27th, or August 28th
- Waiting to hear if these training courses will be for PDI credit or paid by RCSD.
- Teachers can earn hours towards PD credit incentive ($1200 for tenured teachers, $800 for non-tenured)
- We are going through a new contract, which leaves questions for next year
- Katie is trying to ensure the new contract pay rate for PD will apply to summer PD
  - School 23 Summer Institute
    - Katie was able to allocate funds for teachers to be paid for 7 hours per person (all staff, support staff included). Do we want to do PDI for all of the summer institute, and/or the math curriculum training, and/or one day of summer institute paired with PDI?
    - Must be submitted 5/29, we will discuss the content and finalize dates of the PD by our May 21st meeting.
    - What do teachers want to focus on at summer institute?
    - Do teachers approve Summer Institute PD being 3 days (August 19th-21st), with two 7-hour days for PDI credit

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| | | and one 7-hour day paid for RTA staff? | | | | |
| 3:53 | 8 | **Topic: Events Committees**<br>**NOTES:**<br>• Recent Events:<br>    o Scholastic Book Fair<br>        ▪ The PTA raised $3700 in Scholastic Dollars for the book vending machine.<br>    o Lion's Den:<br>        ▪ It was a wonderful event!<br>        ▪ Question: Should we go back to monthly Lion's Dens?<br>        ▪ This was a lot of work to plan, and they were quite long. How do we ensure they build the community as we intend but also make this a manageable project for those who plan?<br>        ▪ This brings up the question; what are our goals for Lion's Den in terms of our SIP and Academic culture?<br>        ▪ This has been a pep rally to get students excited about school, their houses, and building community.<br>        ▪ Can the SEL team submit a proposal for a new format for Lion's Den? Longer quarterly and shorter monthly?<br>• Upcoming Events:<br>    o 4th House Day:<br>        ▪ Our 4th House Day will be held on 5/23<br>        ▪ Format will be slightly different as it is taking place on a full day, not a half day.<br>        ▪ Email going out to staff soon.<br>        ▪ Due to a full day, students will not meet as a full house; they will instead work on activities supplied to teachers for the House Day, both inside and outside. At lunch, students will sit | All | | | |

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| | | together as a House at their normal lunch time.<br>▪ 40-minute blocks of time for indoor/outdoor House Day.<br>▪ The Specials teachers will take students outside for their 40-minute block and do the bouncy house and other activities.<br>▪ Classroom teachers will do activities during the day.<br>○ Red Wings Game Field Trip on 5/28 from 9:00am - 12:30pm<br>○ 24 Math Challenge on 5/30 from 9:00am-1:30pm<br>○ Spring Fun Run on 6/1 from 8:00am - 12:30pm<br>○ PTA Meeting on 6/3 from 6:00pm-7:00pm<br>○ Spring Concert at SOTA on 6/4 from 6:00pm-7:00pm<br>○ District Track Meet on 6/10 all day<br>○ 6th Grade Cookout on 6/13 from 8:30am - 1:30pm<br>○ End of Year Picnic on 6/18 from 5:00pm-6:30pm<br>○ 6th Grade Field trip to Seabreeze on 6/20 from 9:00am - 1:30pm<br>○ Pre-K Moving Up Ceremony on 6/23 from 9:00am-10:00am<br>○ 6th Grade Moving Up Ceremony on 6/24 from 9:30am-10:30am<br>○ Kindergarten Moving Up Ceremony from 12:00pm-1:00pm<br>○ Last Day of School For Students on 6/25 | | | | |
| 4:01 | 5 | **Topic: NYS Assessments**<br>**NOTES:**<br>• Science: 4/8 - 4/11<br>• ELA: 4/29 - 5/1<br>• Math: 5/7 - 5/9<br>• NYSESLAT: 5/12 – 5/16 | All | | | |
| 4:06 | 15 | **Topic: School Improvement Plan**<br>**NOTES:**<br>**Academic Culture:**<br>• Current Chronic Absenteeism Rate: 35.00% (Goal: 15% or Less) | All | | | |

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| | | <ul><li>Average Daily Attendance Rate: 89.70% (Goal: 93% or Greater)</li><li><u>Grade Level ADA: 89.60% (was 90.00%)</u><ul><li>Preschool: 82.22%</li><li>Kindergarten: 92.00%</li><li>1st Grade: 93.00%</li><li>2nd Grade: 92.62%</li><li>3rd Grade: 92.84%</li><li>4th Grade: 88.12%</li><li>5th Grade: 86.80%</li><li>6th Grade: 89.74%</li></ul></li><li>**<u>SEL Team:</u>** Staff is pushing into lunch periods. Working with students and families on the impact that social media and student activity on electronic devices at home is having on disciplinary issues.<ul><li>Cell Phone and Smartwatch concerns. It is in the district code of conduct that phones are expected to be "off and away throughout the day," but we are finding this policy is frequently not followed. Looking for solutions as a school to enforce this policy fairly and well. The principal has purchased cell phone lockers for classrooms in grades 4-6 for the rest of this school year. The Building Committee will update our school's policy at their next meeting and send a communication home to families.</li><li>***<u>UPDATE AS OF 05/07/2025</u>***: Governor Hochul Unveils Plan to Restrict Smartphone Use in Schools Statewide and Ensure Distraction-Free Learning in New York. Click **here** for information.</li></ul></li></ul> | | | | |
| 4:21 | 0 | **Topic: SIP Tracker and Process**<br>**NOTES:**<ul><li>Students are loving being a writer, they are really enjoying the conferencing with peers and the mentor texts included in the program.</li><li>In ELA we are focusing on fluency - rate, prosody and accuracy.</li><li>In Math we are focusing on math conferencing, fluency, and explaining that reasoning. This is important as the NYS</li></ul> | | | | |

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| | | State test (math and science) are reading tests as well as content tests.<br>• As for academic culture we are working on [Mobile Mental health Team](#) Support.<br>• Preschool will finally be getting the CKLA curriculum, better equipping students for Kindergarten. | | | | |
| 4:21 | 0 | **Topic: New Business**<br>**NOTES:**<br>• N/A | All | | | |
| 4:29 | 8 | **Topic: Agenda for Next Meeting May 21st @ 3:30**<br>**NOTES: Next meeting**<br>• Assign Times & Roles (Standing)<br>• Review Norms  (Standing)<br>• Approval of Minutes (Standing)<br>• PD Approval (Standing)<br>• Committee Meeting Updates (Standing)<br>• SIP Updates<br>• New Business (Standing):<br>    o Interviews and open positions update<br>    o Governor Hochul's New Cell Phone Policy | All | | | |
| 4:30 | 1 | **Discuss what worked well about this meeting and what we would like to change next time** | | | | |

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| Great parent discussion<br>A lot of information<br>Robust discussion<br>Ending on time<br>All voices heard<br>Kept to norms | A lot to cover<br>A quick parent primer may be beneficial in future years |

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| 4:30 | - | Meeting Adjourned |