

**School Leadership Team Meeting**  
**Meeting Minutes**  
**Virtual Platform - Zoom**  
**Thursday, April 7, 2022**  
**4:00 pm – 6.00 pm**

**Members in Attendance:**

- Sonita Ramkishun (Principal)
- Jean Kim (Teacher + SLT Committee Chairperson)
- Ali Lisberger (Teacher + UFT Rep + Committee Timekeeper for today's meeting)
- Laura Parris (Teacher)
- Maria Hantzopoulos (Parent + PTA Co-President)
- Sue Sekar (Parent + SLT Committee Secretary)
- Fiona Yung (Parent)
- Dragos Bozdog (Parent)
- Alisha Arthur (Parent)
- Julia Leopando (Student Member)

**Apologies:**

- Leanne Bolson (Teacher + SLT Committee Timekeeper)

**1. Call to Order**

The meeting was opened at 4.03pm.

Dragos shared his "Story of Me", going through his background, family, personal history and professional background. We will rotate the "Story of Me" sharing exercise across the SLT Committee members over the course of this year's meetings.

Dragos nominated Fiona to share her "Story of Me" in the next meeting. Maria and Alisha will take their turn in the June meeting.

**2. Review and approval of March 10, 2022 SLT meeting minutes**

The draft minutes from the March 10, 2022 SLT meeting had been shared in advance and were reviewed again in the meeting. A motion was made to approve the minutes. The motion was seconded. All were in favor; none abstained.

The approved minutes will be published on the school and PTA websites.

### 3. SLT Student Report (Julia Leopando)

The Student Council has asked if they can do bake sales to fundraise. Sonita said that food-related sales are not yet allowed, but we can do non-food item sales.

The Student Council is wondering whether they can have a Spring Dance. Sonita said since all students would be required to be vaccinated so we will not do it since not all of our students are vaccinated and we don't want to exclude anyone.

Some students have asked about Musical Theater in the school.

Students are asking about whether the school can have a Talent Show in person. Sonita is finding out what is allowed and whether we can schedule it.

Students did a book sale for the Upper Division and it was a success.

Students felt that their voices or concerns weren't heard or understood in relation to recent incidents and the actions that resulted from those incidents. Sonita appreciated Julia raising this and said she and the teachers will continue to converse with the students and work through it.

### 4. Discussing the NYC School Survey results and the next CEP goals based on the data analysis

The SLT members reviewed the **2020-21 NYC School Survey** results discussed last month in small groups, and then shared the discussions/findings with the rest of the SLT Committee, as follows:

Section & Member	Glows	Grows	Actionable Next Steps
<p><b>Students Collaborative Teachers + Rigorous Instruction + Trust</b></p> <p>Leanne, Fiona, Julia discussed in breakout session in March 10, 2022 SLT meeting</p> <p><i>Sue, Fiona, Julia shared out in April 7, 2022 SLT meeting</i></p>	<p>*Cultural awareness and classroom inclusiveness was 98% → Students felt that different backgrounds are respected in the classroom, teachers are using an inclusive curriculum</p> <p>*Academic Press - 95% of students feel prepared for the next grade based on what they are being taught</p> <p>*Trust- 98% of students feel like their teachers treat them with respect</p>	<p>*83% of students feel that teachers use examples of students' different cultures/ backgrounds/families in their lessons to make learning more meaningful</p> <p>*Academic Press- 65% of students did not feel challenged; this could be due to the remote pandemic year (last year)</p> <p>*Trust- 83% feel that there is at least one adult they could confide in</p>	<p>*Make examples in the curriculum more meaningful - try to represent broader groups.</p> <p>*Survey students this year to see if they feel challenged or not (this low score might be due to remote learning).</p>

# The 30<sup>th</sup> Avenue School (Q300)



Lower Division: 28-37 29th Street, Astoria 11102: 4<sup>th</sup> Floor  
 M: (718) 626-8502 F: (718) 626-8508

K-8 Citywide Gifted and Talented School

Upper Division: 31-51 21st Street, LIC 11106: 5<sup>th</sup> Floor  
 M: (718) 726-0501 F: (718) 726-0949

Principal | Sonita Ramkishun  
 Assistant Principal | Anna Milonakis

Section & Member	Glows	Grows	Actionable Next Steps
<p><b>Students Supportive Environment</b></p> <p>Leanne, Fiona, Julia discussed in breakout session in March 10, 2022 SLT meeting</p> <p><i>Sue, Fiona, Julia shared out in April 7, 2022 SLT meeting</i></p>	<p>*Guidance-92% of students feel like the school had provided guidance on the application process for high school</p> <p>*Bullying prevention overall has increased by 17%; 99% of students feel they are not bullied based on gender, gender identity, sexual orientation etc.</p>	<p>*88% of students said they were not harassed, bullied, or intimidated online</p> <p>*65% of students feel that their teacher notices when they need help and supports them when they are upset</p> <p>*91% of students feel safe outside of the school</p>	<p>*Share with students the citywide behavioral expectations and share what supports/interventions are available for students.</p> <p>*Teachers share out plans for extra support for students who need it (office hours, extra help...)</p> <p>*Student council will share results of student forum on safety to SLT and administration; administration and SLT to review and reflect on results</p>
<p><b>Teachers &amp; Staff Collaborative Teachers</b></p> <p>Ali, Dragos</p>	<p>*Teachers at our school are actively trying to improve their practice, eager to try new ideas and feel responsible that all students learn. 95% of teachers responded favorably and the D30 average is 84%.</p>	<p>*67% responded favorably to being offered quality PD this is compared to 82% in D30</p>	<p>*Providing choice to teachers about PD options, polling them to get ideas and using PD time for common planning (because peer collaboration went down)</p>
<p><b>Teachers &amp; Staff Effective School Leadership</b></p> <p>Jean, Alisha</p>	<p>*Leadership communicates clear vision for the school community and sets high standards for student learning.</p> <p>*The influence that teachers have regarding school policy and developing classroom curricula.</p>	<p>*The need for more classroom visits and communications between teachers-administration</p> <p>*The need for more comms among teachers across grades</p> <p>*Encouragement from Admin. for more feedback with parents/teachers &amp; involvement in student discipline.</p>	<p>*Have more regular check-ins discussing lessons with teachers</p> <p>*Transform daily rounds → longer daily rounds in classrooms?</p> <p>*More vertical planning among content teachers across grade levels.</p>
<p><b>Teachers &amp; Staff Rigorous Instruction</b></p> <p>Jean, Alisha</p>	<p>*Students feel challenged and respond to challenging test questions.</p> <p>*Students respect one another's ideas in the classroom setting.</p> <p>*Teachers always feel that they are supported with the necessary resources when planning out all of their instructional materials.</p>	<p>*The need to encourage student's engagement in free/critical thinking, especially in class discussions</p> <p>*More text-to-world connections in curricula.</p>	<p>*Continue sharing/discussing questioning strategies</p> <p>*Have discussions on furthering ideas, using textual evidence, and peer feedback during team meetings</p> <p>*Providing more resources on making text-to-world connections with the final assessments.</p>
<p><b>Teachers &amp; Staff Strong Family Community Ties + Trust</b></p> <p>Ali, Dragos</p>	<p>*95% of teachers feel there is strong communication between teachers and parents this is compared to the D30 average of 97%</p>	<p>*The lowest scored item is the principal taking personal interest in PD at 83% compared to D30 average of 81%.</p>	<p>*Design surveys for teachers to complete to have input about PD and include their recommendations into PD calendar</p>
<p><b>Teachers &amp; Staff Supportive Environment</b></p> <p>Ali, Dragos</p>	<p>*All four categories in this section (classroom behavior, guidance, safety and SEL) improved. Classroom behavior had the largest improvement and guidance (help with the MS/HS application process) was the highest rated at 100%.</p>	<p>*68% of teachers responded favorably that students listen carefully to instructions compared to D30 which is 77%</p>	<p>*Teachers will norm what active listening looks like and the school could give out monthly awards or highlight students for positive contributions to class and school. "Aspire Award?"                      -&gt; could be announced during morning announcements</p>

Section & Member	Glows	Grows	Actionable Next Steps
<p>Family Members                      All sections                      Laura, Maria H.</p>	<p>*Inclusive Leadership: Most families (94% &amp; 96%) feel that school leader is working to create community and family involvement.                      *Outreach to Parents: Parents felt well-informed (99%) by the communications from the school in terms of language and approach.                      *Parent Involvement in School: Parents (91-93%) felt that their child's teacher communicates about their performance and work and have set up scheduled meetings.                      *Parent-Principal Trust: Most parents (94-95%) feel that the principal establishes trust and respect with the community and is an effective manager.                      *Parent-Teacher Trust: Most parents (97-99%) feel respected, feel staff work hard to build trusting relationships with them, and feel that they are viewed as partners in their child's education.</p>	<p>*Inclusive Leadership: 89-90% of families feel that they have opportunities to give feedback and have decisions shared.                      *Outreach to Parents: 92-94% of families feel that school staff and teachers communicate with them about the child's needs.                      *Parent Involvement in School: Only 75% of families felt that they had the opportunity to attend a general school event or meeting (virtually or in-person).</p>	<p>*Inclusive Leadership: Socialize with Sonita (in-person or virtual) could be something to reimplement in order to create more connections.                      *Outreach to Parents: More workshops for parents about how to support their child's needs and learning.                      *Parent Involvement in School: To the extent possible, given safety, provide more opportunities for parents to attend celebrations and events.</p>

Based on the discussion, the following were identified as some key areas of focus for next year's CEP goals:

- Deep dive into the data on students feeling challenged, and the discrepancy between student and teacher feedback
- More social-emotional support so students are aware they have trusted adults in the school faculty
- Professional development ("PD") – more input from teachers into the types of PD based on the needs, as well as more opportunities to use PD time to collaborate.
- Family engagement – more opportunities to connect, socialize and celebrate virtually or in-person.

The SLT then conducted a **Comprehensive Needs Assessment** by reviewing various testing results in small groups (in breakout rooms), as follows:

- Math iReady results – Ali, Sue, Maria H. (results assessed in the middle of the year)
- Reading iReady results – Jean, Alisha, Julia
- DESSA results – Fiona, Laura, Dragos

Note that iReady assessments are done at the beginning, middle and end of the school year. The DESSA assessment has been run once so far, and will occur again at the end of the school year.

### **Math iReady results – Ali, Sue, Maria H.**

#### Results:

- Algebra & Algebraic Thinking – for Kindergarten, a large percentage (36%) had results one grade below where they should be for Kindergarten. Other grades had fairly good results.
- Geometry – Kindergarten a little better in terms of one grade below grade level (22%) but other grades had more in the one grade below grade level (Grade 3 16%, Grade 6 26%, Grade 7 15%)
- Measurement and Data – for Kindergarten, a large percentage (40%) had results one grade below where they should be for Kindergarten.
- Number and Operations - large percentage (31%) grade below grade level for Kindergarten, as well as 3<sup>rd</sup> grade (18%) and 6<sup>th</sup> grade (19%) being one grade below where they should be.

#### Observations:

- Delivery of the testing (ipad usage) could have played a part in this.
- Lingering effects of pandemic from the past year.
- Also last year we had different grades with different levels of in-person attendance which could have impacted learning.
- For the Kindergarten students, this may be their first time (for some) in a school environment so virtual/remote learning would have been extra challenging.

#### Actions:

- There are a handful of students in 7<sup>th</sup> grade who are 3 grades below where they should be – we need to identify these students and provide them extra support. Also need targeted help for all students below grade level.
- Kindergarten may benefit from more adult support, paras/TA's to help with general tasks and create more space for instruction.
- Question whether this is the most appropriate tool for assessing younger students (noting that it was required) – poll the teachers for their view, in particular teachers who were in the classroom during the assessment as to what they observed. Sonita noted though that the students are given practice tests and the tool is reasonably user-friendly.

**Reading/ELA iReady results – Jean, Alisha, Julia**

- Handful of students who were 3 grades below (note that teachers are made aware of which students these are, so they can provide extra support).
- Decrease in results for vocabulary so need to address this in lesson plans next year.
- Julia noted for vocabulary testing that there was some testing of Latin for the 8<sup>th</sup> grade, which is not covered in the curriculum.
- Decrease in informational text reading comprehension – teachers can share out more learning practices in this.

**DESSA results – Fiona, Laura, Dragos**

## Results:

Overall students scored well, but two areas of focus for growth were:

- Relationship skills
- Optimistic thinking (14% of students need more support)

## Observations:

Discussed impact of the pandemic and remote learning on the students' ability to socialize and develop their relationships skills. Challenges from the pandemic are also likely to have impacted their ability to think optimistically.

## Actions:

- Organize a school calendar of regular activities and events in the school – sports teams, dances, celebrations.
- More projects to foster collaboration across students.
- Continued collaboration between teachers and social workers / guidance counselors
- Re-introducing Upper/Lower division mentoring/buddy program.

**5. Reports****a. Principal's Report - Appendix 1**

Spring recess is next week – the school will send home covid tests with instructions regarding the dates to take the tests.

The NY School Survey is closing April 15<sup>th</sup> – please encourage parents to complete the survey. Reach out to Jenny Lando if you need your child's OSIS number to complete the survey.

**b. UFT Report - Appendix 2**

The UFT Report is attached as Appendix 2 to these minutes.

Ali discussed the possibility of changing the May parent-teacher conferences to a school-wide exhibition night instead. Ali will discuss this with the other school staff/teachers.

**c. PTA Report - Appendix 3**

The PTA Report is attached as Appendix 3 to these minutes.

**6. Parking Lot: Questions and Comments**

None

**7. Next steps**

In upcoming meeting, we will start working on the CEP goals for next year, using the data that we looked at today.

**8. Adjournment**

The meeting was adjourned at 6.07pm.



**APPENDIX 1 – Principals Report (Sonita Ramkishun) – April 7, 2022 SLT**

Refer to minutes above.

**APPENDIX 2 – UFT report (Ali Lisberger) – April 7, 2022 SLT**

1. **SLT Elections:** The current UFT member who will be cycling off is Jean. I will begin the election process in a few weeks.
2. **UFT Info & Events:**
  - [Parents & Caregivers UFT Newsletter:](#)
    - Highlights include: Summer Law Institute for 8th-grade students, Summer Youth Employment Program, NYC Free Tax Prep
  - [Special Education: Know Your Rights Workshop](#)
    - There has been an uptick this school year of parents reaching out to the UFT asking questions about their rights surrounding special education and the IEP process. It's great that parents know that the UFT is a resource for them as well. The Superintendent and Ashley Rzonca (District 30 Representative) worked together to create a workshop and space for parents next week.
    - Tuesday, Apr 12, 2022 @ 6:30
  - [Listening That Shows How Much You Care](#)
    - Wednesday, April 13, 2022 @ 06:30 p.m.
    - Meeting ID: 870 6528 5526
    - Passcode: 151008
    - Dial In Phone Number: 1-646-558-8656
3. **SBO's:** This process has not yet begun. We are waiting for more information from the DOE. However, I'd like to confirm your interest in changing May PTC to a schoolwide exhibition night.



## APPENDIX 3 – PTA report (Maria Hantzopoulos) – April 7, 2022 SLT

### Q300 PTA Fundraisers

- **8th Annual Auction.** The PTA Auction Committee is pleased to announce our online auction is LIVE **until April 10 at 10 pm!** Please check out our amazing prizes here and share with friends and family:  
<https://auctria.events/Q300PTASummer2022>
- **Spring Flower Power.** Flowers are back! Shop for unique ecological solutions and colorful gifts **until May 15** and the PTA gets 50% back from purchases. Place orders through the webstore at:  
<https://www.flowerpowerfundraising.com/index.php/marketplace/seller/profile/shop/q300pta>.
- **Fun Run.** Stay tuned for dates and details for this family fun event, where you can walk, roll, or run. A Fun Run t-shirt is being designed and is expected to be available for purchase soon with registration. Fun Run events are being planned for May/June.

### Q300 PTA Happenings, Events, and Updates

- **Next PTA Meeting:** April 26 at 6:30 pm
- **Ukrainian Humanitarian Aid.** See this [link of resources](https://docs.google.com/document/d/1f452KjaJ8g8-oSFX46aIXiKBh5oKINP3TeHM85H5ADY/edit?usp=sharing) (<https://docs.google.com/document/d/1f452KjaJ8g8-oSFX46aIXiKBh5oKINP3TeHM85H5ADY/edit?usp=sharing>) to contribute humanitarian aid to Ukraine.
- **National Arab American Heritage Month Resources.** The month of April is officially National Arab American Heritage Month (NAAHM). Check out our [resource list](https://docs.google.com/document/d/1vqS71ywIIRr0OLr-sUoLAyanM3HiadiKAVpmMDvpAMw/edit?usp=sharing) (<https://docs.google.com/document/d/1vqS71ywIIRr0OLr-sUoLAyanM3HiadiKAVpmMDvpAMw/edit?usp=sharing>) for events, resources, educators, and more.
- **PTA-Funded Enrichment Programs.** Stay tuned for the PTA Budget surveys which give families and students the opportunity to weigh-in on enrichment and other programs for the coming year. Your input and participation is essential in helping the school and PTA guide the process and establish what enrichment programs to budget for next year.
- **Wishlist.** Teachers each have \$500 for the wishlist. Those doing electives at UD have an additional \$200. Please submit receipts by May 15.

- **Enriched Field Trip and Experiences Fund for Teachers.** For this year only, the PTA approved \$500 additional per class for virtual or in-person trips. Please consult with your Class parents or Grade representatives or teachers if you have questions.
- **Grade Level Community Events.** The PTA approved \$200 reimbursement per grade for spending this year toward a grade-wide activity or event outside of school that supports community building. Please connect with your Class Parents for details and guidelines or to suggest an idea.
- **Chat & Chill.** Join us for an informal virtual meet up hosted by the PTA. Q300 parents, guardians and caregivers are welcome. Second Mondays of each month at 10am. The next Chat & Chill is April 11.
- **PTA Teacher Appreciation.** Stay tuned!
- **Q300 Green Parents.**
  - **Green Seed.** Look for the green tips via Q300PTA Google Group, Q300PTA Facebook Group or on the [Q300PTA website \(https://q300pta.org/\)](https://q300pta.org/).
  - **Food Scrap Drop Off.** PS17's Wellness Committee has partnered with the Queens Botanical Garden to host a Food Scrap Drop-off site at the Lower Division on Monday's 2:45pm-4:45pm. Volunteers are needed to station the table. Please fill out [this form \(https://bit.ly/FSDO17\)](https://bit.ly/FSDO17) if you are able to help out.
  - **Tree Care.** Join us for a collaboration with Randall's Island Park Alliance to plant tree seedlings on Saturday, May 14 @ 10am. There is a 25 student limit. Please [register here \(https://forms.gle/TbPnwwebpnaoiHg47\)](https://forms.gle/TbPnwwebpnaoiHg47) if you would like to participate in this free event. (Transportation to and from Randall's Island is not provided.)
  - **Stay Connected.** Visit the PTA webpage or by joining the Green Parents Team, at [rachanas@Q300pta.org](mailto:rachanas@Q300pta.org)

## COVID-19 Safety Task Force

- **Mask Use Update KN95.** Masks were delivered last month to students, unless families opted out. More information on DOE Protocols can be found here at

the [DOE website \(https://www.schools.nyc.gov/about-us/messages-for-families\)](https://www.schools.nyc.gov/about-us/messages-for-families).

- **COVID Testing Sites.** NYC Health + Hospitals and Test & Trace Corps have put together this interactive [tool \(https://www1.nyc.gov/site/coronavirus/get-tested/covid-19-testing.page\)](https://www1.nyc.gov/site/coronavirus/get-tested/covid-19-testing.page) to locate testing sites, and sites distributing free at-home rapid test kits.
- **At-home Rapid COVID Tests.** The federal government is still providing free rapid COVID Test Kits to individual residents. A second round of free test kits was recently approved. Visit [covidtests.gov](https://covidtests.gov) to sign up.

### **Q300 Shout Outs and Appreciations**

- **Fundraising Dynamos.** Thank you to Lisa Christopher and Susie Stewart for organizing so many events this last month including the **Little Ceasar's Pizza Fundraiser, the Square 1 Arts initiative, and the NYCIFF kickback program.** You rock! And thanks to our families and friends who have participated.
- **Zumbathon.** Thank you to Maria Hantzopoulos for organizing our annual Zumbathon with PS 17. Many thanks to Alejandra Villadiego for leading us, and to our communities for joining this fun-filled dance party that raises money for both schools and for Lifeline Groceries. We raised over \$1100 from the event!
- **Kindness Challenge.** Heartfelt thanks to Erica Soto Eng for spearheading this initiative and to all the kids and grades that participated.
- **Masks.** Thanks to Ellie Rabinovich for thoughtfully coordinating, packaging, and distributing the masks to our families in March! Thanks to Jenny Lando for her assistance with that.