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| **The Syracuse Latin School**Hughes Elementary School | **Kelly Manard**, Principal | |
| October 24, 2017 | |

**School Leadership Team Meeting**

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| **Time** | **Agenda Item** | **Notes** |
| 3:15 – 3:25 | * Norms / Expectations * Introductions * Mission / Vision |  |
| 3:25 – 3:30 | * Review September meeting minutes |  |
| 3:30 – 3:50 | * Current Work of the School   \*School Climate Team  -Kick-off assembly for October incentive  -1st Quarter Assembly  -In-house climate of the staff  -Community Service – Adopt-a-classroom project (Puerto Rico, other places impacted by disaster)  \*School Intervention Team  -Meeting with Onondaga County – introduced to new liaisons, programs available to students through a referral process called ACCESS  -Special area teachers providing additional intervention support  -Cross-walk between Educators’ Handbook and BIC log  -Attendance – Syracuse Latin recognized as lowest chronic absenteeism for September  -Nicole Brec will assist with breaking down Hughes attendance  \*School-Wide Committees  Sunshine/Social Committee – cleaned and organized teachers’ lounge; collected funds to recognize/support staff; birthday board  \*STEAM Committee – setting up 1 maker space – creating a list of things we need for a maker space…covers all types of medium – sewing, knitting, graphic arts, space for recording music, poetry, writing, video blog. Will be open and available to the public – have submitted several grants for items needed; looking for donations soon; waiting on grants for more specific information on timeline – will be looking at the space this week.  \*Enrichment Clusters – in week 3 – culminating activity at the end of the 7-8 weeks -- quarterly  \*Curriculum Night – helpful to have different times per grade-level; feedback on parking situation; some families were confused by when to come – clarity next year on how the schedule works  \*SteamBoat Challenge – grades 4 and 5 participated – testing engineering and design process – had 5 teams (12 students); one of the teams finished in 3rd place; November 11th – Build ‘em and Bust ‘em bridge competition  \*Odyssey of the Mind – creative problem solving program – building a 3rd – 5th grade team (5-7 students); 2 times per week to practice; team will identify problem of their choice; problems range from mockumentary of a fairy tale to creating a vehicle; state competition is in March in Binghamton; 35 students have submitted applications; judges from T&L and the community  \*Student Council – introduced this week – accepting applications for 3rd – 5th grade students  \*Staff professional development – October PD – CRE work with Marcelle Haddix from Syracuse University – led us in discussion after viewing the movie “I am not your Negro”  November PD – differentiated options for Personalized Learning PD  December PD – Lesson Study led by Sharon Dotdger  \*Update on Tenet 6 – Family Engagement  -Family survey for Hughes families  -Quarterly awards breakfast  -How are we sharing data with families  -Shared 1st, 4th and Kindergarten examples of Parent Engagement events that have / are occurring  -About 50% attendance at 4th grade event  -Kindergarten – 60-70% response rate for pumpkin science activity on Halloween |  |
| 3:50 – 4:10 | * Parent Involvement Plan (Title I)   -Reviewed draft of the PIP plans  -Reviewed draft of parent compact   * Posting SLT information on SCSD page   -All parent representatives in attendance agreed to share their e-mail so that families can connect with them with questions or feedback  \*Feedback on reading log  \*Ideas for parents on how to not make it a chore, but more of a bedtime routine |  |
| 4:10 – 4:15 | * Questions / Comments / Next Steps |  |
| **Notes/Items to Remember:**  -November meeting – A-Net / STAR data  -November meeting -- Discuss opportunities to share data with families in a way that’s meaningful and not overwhelming  -School-wide data and individual student data | | |