

School Leadership Team Minutes- Public School 28

Thursday, October 24th, 2024

Attendance: Maria Russell, Mr. Quintana, Ann Marie Schuh, Madelaine Schmidt, Lady Johanna Murillo, Maria Guadron, Carmen Estrella, Bethania Garcia- translator and Parent Coordinator

Called to Order: Maria Russell at 2:30pm.

1. Introduction of members: All members of the School Leadership Team introduced themselves.
2. The School Leadership Team Bylaws were reviewed and discussed with all SLT members.
3. School Leadership Team Dates: All dates are on a Thursday and will begin at 230pm. All meetings are in person. However, a zoom link will be provided for members who need special accommodations.

Dates: **October 24th, November 21st, December 19th- Potluck, January 23rd, February 27th, March 27th, April 24th, May 22nd, June 12th- Potluck**

4. CEP goals: The CEP goals were explained and reviewed with all SLT members.
5. IPLAN PORTAL: The IPLAN PORTAL platform was briefly discussed and explained to all SLT members. A consensus was made to allow Ms. Diana Battaglia to attend the next SLT meeting. Ms. Battaglia will assist all

members with logging into the SLT platform IPLAN PORTAL. Ms. Battaglia will also attend the SLT meeting to resolve an technical issues with joining IPLAN PORTAL.

6. UFT Homework Help: On Thursday, January 23d, a representative from Homework Help will be coming to Public School 28. This representative will be coming to PS28 to explain the important elements of the Homework Help Program.
7. Vacant Positions that need to be filled on the School Leadership Team: 1. **Financial Liaison:** The responsibility of the financial liaison is to validate the eligibility of the remuneration forms. 2. **Timekeeper:** The responsibility of the timekeeper is to be sure that all items on the agenda are reviewed and discussed effectively. Also, their role is to validate that all members stay on task.
8. Mandated documents of the School Leadership Team: At every SLT meeting, there will be a special folder containing all of the necessary School Leadership Team documents. This folder must be at every meeting. These documents include the SLT ByLaws, the CEP goals, CR-A-655, and the school budget.
9. A Construction update on the schoolyard at PS28 was given to all members of the School Leadership Team.

Meeting adjourned at 430pm.