**SLT Meeting for Thursday, December 15, 2022:**

**Present:** Yi Law Chan, Max Chin, Amy Crisostomo, Elizabeth Derbes, Emma Kash, Minda Kauffman, Cindy Lin, Grace Lin, Kelvin Lo, Melissa Wong

**Absent:** Nancy Aglialoro

**Meeting start: 4:30pm**

1. Review and approval of prior meeting minutes for November 2022

Approved

1. SLT Meeting Logistics

We will be posting SLT meeting schedules and Zoom links on ClassDojo so parents can join. But as a reminder, people who join will be observers unless invited to speak.

SLT members are curious if we will continue to have Zoom meetings.

Can we have a tentative schedule just in case we have to meet in person? What dates and times are okay for everyone?

Tuesdays are preferred by staff members to meet in case meetings are made mandatory in-person. Parents were okay with it.

We agreed on Tuesdays at 3:45pm for the following dates (If meetings are made mandatory in-person):

Jan 24

Feb 28

Mar 28

April 25

May 23

June 13

1. Review of SLT Bylaws

 Update was made regarding the name of the principal on the header

1. Budget – Title I Parent Update

M. Chin asked how much of the Title 1 funds are still available.

Y.Chan mentioned that School Wide Plan (SWP) Parent and family engagement has $1 remaining. Money might have been moved around. But there should be about $300 remaining. It originally had $3,500, and Cool Culture cost $3200, so there should be $300 left.

There was a suggestion to use the money for family engagement nights such as pizza night, game night and/or family art night.

There was an idea to invite Materials For The Arts (MFTA) for a workshop which might cost $400 up to 200 people. If we are interested, M. Chin will follow up for more information. The idea is to have some kind of family engagement and ask someone to lead a program.

M. Wong shared that MFTA has a lot of programs available (mask making, art of reuse, mosaic, paper making, etc) and materials that we can get for free if we want to have an arts event. Our school has an account with them.

We can also use such events to attract prospective families to our school.

1. Enrollment – Outreach

Y.Chan mentioned that the K admissions has opened.

There was a question about how our school is trying to entice families to come.

We hosted a virtual open house last Friday and an in person school tour today. Another in person tour is scheduled for Jan 11 as well as a virtual tour that night.

Notices of the open houses were posted on the school website and Myschools account.

M.Wong mentioned posting on social media to alert families of open houses. Different groups on Facebook were shared. Y.Chan is going to create something that would be easy to post for the next open house. E. Derbes and M. Wong will share it on the pages that they are connected to.

Y.Chan suggested if we can have a committee/sub committee on spreading the word about our school.

A.Crisostomo suggested that we have a more updated website with more pictures. She also pointed out that she’s been on some school tours and parents were amazed with our children’s artwork. We should showcase things that make our school stand out. She also suggested that we have competitive chess back.

Y. Chan will create announcements about the upcoming prospective parent tours to post on social media groups. M. Chin says the PTA can work on a social media strategy to help communicate with current parents and bring in interest from potential parents.

Y.Chan shared that prior to her leaving her position as assistant principal, her goal was to spread the word about our school through social media accounts and an updated website. She fully intends to continue this work. D. Chan and T. Chang will be helping us update the site.

C. Lin mentioned that she attended a school tour where students were part of the tour. Y. Chan mentioned that there were students who were recorded in the virtual tour speaking about what they liked about P.S. 124. She suggested that maybe we can prepare students for in person tours.

M. Kauffman mentioned that it might be helpful to include current parents to help lead the tours so parents can speak more informally about what they like about the school and what to expect.

It was suggested that prospective parents can meet with the PTA or other current parents at the end of in person tours if they have further questions. M.Chin mentioned that he would have to see if anyone is available. It can be difficult to coordinate a Meet and Greet with the PTA as it is during the school/work day. E. Derbes volunteered to be the parent voice for the upcoming tour on Jan. 11.

E.Kash asked about how families are able to apply for our school.

As long as you’re in NYC, you can apply to any school. But priority is given to students in the district. But there was concern about principals “poaching” students from other neighboring schools. Y.Chan said that the waitlist is not in our control and that every now and then we check to see if there are seats unoccupied in our school. If there are, then we are allowed to call families who are on our waitlist. M. Chin explained that with declining enrollment, if people from outside the district apply now, they have a better chance of getting in.

Y.Chan mentioned the official DOE process starts with accepting the zoned students and then going down the priority list. If a student is zoned for another Chinatown school and is on our waitlist, and a spot becomes available, then through the DOE guidelines, it is acceptable to have that student attend PS 124.

1. Student Absence - Homework

Parents wanted an update/clarification on homework policy for absences.

Y.Chan said this is something she wants to revisit with M. Helman and staff. M. Chin clarified that the parents are wondering what the expectations are for COVID absences, other illnesses or for snowdays. E. Kash said a memo was sent out clarifying the COVID policy. If a student will miss more than 2 days for COVID, they will be provided work on Google Classroom. It is different for all students because their isolation time might not be more than 2 school days if it coincides with the weekend.

Topic will be tabled for next meeting.

1. SLT Member Resignation – Open Position

C. Xu resigned her parent SLT position. M. Chin is reaching out to a parent who has expressed interest in the position. If she would like to join, the PTA will vote in January.

**Meeting adjourned: 6:00pm**

**Future Meeting Dates:** Jan 19, Feb 16, Mar 23, Apr 27, May 25, June 22

Link for next meeting:

Join Zoom Meeting

[https://zoom.us/j/96171830662?pwd=ekNhdG00ak1pWXJFT0taeFhPWFR3UT09&from=addon](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fzoom.us%2Fj%2F96171830662%3Fpwd%3DekNhdG00ak1pWXJFT0taeFhPWFR3UT09%26from%3Daddon&data=05%7C01%7CMWong10%40schools.nyc.gov%7Cebd3e76c8576458200d408dab2d2e48d%7C18492cb7ef45456185710c42e5f7ac07%7C0%7C0%7C638018916085861004%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=Wg1hNPGBMw4L%2FLN5Ga%2B2xFpUkYAEI7FiFb1SW79FIH4%3D&reserved=0)

Meeting ID: 961 7183 0662

Passcode: 768882