

The AmPark Neighborhood School
“Creating the extraordinary as ordinary”

Kelly Lennon Fitzpatrick, Principal
Bonnie Durgin, Assistant Principal
3981 Hillman Avenue
Bronx, NY 10463

Team Mission: SLTs are required by NYS Education Law to create the school’s Comprehensive Educational Plan. How? By developing the school’s overall mission, goals, and objectives to help all children reach their full potential and ensuring the school’s budget is aligned with that plan. The SLT must be consulted by the principal on the development of the school’s budget to ensure it is aligned with the CEP.

Indicators of a Great Team:

1. Product - a great team gets something done that is valuable, useful, and appreciated.
2. Process - a great team’s collaboration skills increase as a result of working together.
3. Learning - Members of a great team learn.

AmPark Charter:

Norms:

Team Members:

Kelly Fitzpatrick, Principal
Casey Burns, Teacher, SLT Co-Chair & UFT Rep
Scott Davis, Teacher
Matilda Tegnell, Teacher & Co-Secretary
Kerry Markin, Teacher & Co-Secretary
Erin Kerley, Teacher
Odaliz Vasquez, Parent Association Co-President
Crystal Teron, Parent, Parent Association Co-President
Audrey Routliffe, Parent
Inocencia Olivo, Parent
Mariana Swick, Parent
Robin Spiegel, Parent
Sharis Ingram, Amalgamated Member

Objectives and Deliverables for Sessions for School Teams

Session	Objectives	Deliverables
Session 1: Organizing for Collaborative Work	<ul style="list-style-type: none"> ● Create SLT charter ● Determine roles and review bylaws ● Familiarize team with iPlan 	<ul style="list-style-type: none"> ● Charter ● All signed up for iPlan and able to access
Session 2 - October	<ul style="list-style-type: none"> ● Review School Data - Analysis by Class ● Review CEP ● Metamorphosis - Obstacles to Learning (downloaded onto Casey's computer) 	<ul style="list-style-type: none"> ●
Session 3 - November	<ul style="list-style-type: none"> ● Progress Monitoring - iReady to check in on progress 	<ul style="list-style-type: none"> ●
Session 4 - December	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ●

Session 5 - January	<ul style="list-style-type: none">• Progress Monitoring - iReady	<ul style="list-style-type: none">•
Session 6 - February	<ul style="list-style-type: none">•	<ul style="list-style-type: none">•
Session 7 - March	<ul style="list-style-type: none">• Progress Monitoring - iReady	<ul style="list-style-type: none">•
Session 8 - April	<ul style="list-style-type: none">•	<ul style="list-style-type: none">•
Session 9 - May	<ul style="list-style-type: none">• Progress Monitoring - iReady	<ul style="list-style-type: none">•

Session 10 -
June

- End of Year Survey

-

Session 2 October

Topic: CEP Review & Data Analysis

Facilitator: Casey

Time keeper:

Note taker:

Process Observer:

Absent:

Preparation Tasks: Sign up for a role & review last month's minutes.

Objectives

- Review CEP goals
- Analyze the school's June Instructional Report and document areas of growth and celebrations

Schedule

Purpose	Min. Time	Activity
Connection		Mood Meter Check-in
Reflection		Reading & Approval of Minutes Metamorphosis: Obstacles for Learning
Intention		<ul style="list-style-type: none">• CEP Check In• Review School Data - June Instructional Report<ul style="list-style-type: none">○ What does this data represent? (overview of how to look at the report)○ What do you notice? Where are there gaps in the data? Where are there areas of celebration?

Projection		<p>Discuss tentative objectives for next meeting.</p> <ul style="list-style-type: none"> • 										
Projection		<p>New Business Agenda Members/observers may propose topics to discuss at future meetings.</p>										
Reflection		<p>Assess what worked well in this meeting and what could be improved for the next meeting Review the objectives for today's meeting, then have each person share at least one plus and one delta</p> <table border="1"> <thead> <tr> <th>+ (What worked well)</th> <th>▲ (What to change in future meetings)</th> </tr> </thead> <tbody> <tr> <td>•</td> <td>•</td> </tr> <tr> <td>•</td> <td>•</td> </tr> <tr> <td>•</td> <td>•</td> </tr> <tr> <td>•</td> <td>•</td> </tr> </tbody> </table>	+ (What worked well)	▲ (What to change in future meetings)	•	•	•	•	•	•	•	•
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Appreciations		<p>Appreciations:</p> <p>Notes:</p>										

Session 1 September

Topic: Organizing for Collaborative Work

Facilitator: Casey

Time keeper:

Note taker:

Process Observer:

Absent: Kerry Markin, Scott Davis, Audrey Routliffe

Preparation Tasks: Sign up for a role.

Objectives

- Create SLT charter
- Determine roles and review bylaws
- Familiarize team with iPlan

Schedule

Purpose	Min. Time	Activity									
Connection		Mood Meter Check-in									
Reflection		Review objectives for this meeting <i>The facilitator reads aloud the objectives.</i>									
Intention		Hopes and Fears What is something that you hope to accomplish as a member of the SLT? What is something that you are fearful relating to this team or the development/implementation of the Comprehensive Education Plan? <table border="1"><thead><tr><th>Member Name</th><th>Hopes</th><th>Fears</th></tr></thead><tbody><tr><td>Odaliz</td><td>Achieving CEP goals</td><td>Not attaining the benchmarks</td></tr><tr><td>Sheri</td><td>Learn from other members as a new member</td><td>Not meet CEP goals</td></tr></tbody></table>	Member Name	Hopes	Fears	Odaliz	Achieving CEP goals	Not attaining the benchmarks	Sheri	Learn from other members as a new member	Not meet CEP goals
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Intention		<p>Review the role of the SLT: SLT Roles</p> <p>Create an SLT Charter</p> <p>During SLT meetings, we would like to feel:</p> <ul style="list-style-type: none"> • Productive • Respected • Heard/ seen • Valued <p>In order to feel this way:</p> <ul style="list-style-type: none"> • One person talks at a time/ one mic • Follow the agenda • Active listening • Acknowledge others' opinion and listen before reacting (seek first to understand, then to be understood) 																								

		<p>If this charter is broken:</p> <ul style="list-style-type: none"> • Be honest and own up to mistakes/ apologize • Using “I” statements
Intention		<p>Using iPlan Slideshow: https://iplan-cms-uat2-iplan-cms-redesign.azurewebsites.net//media/1907/using-the-workspace-for-collaborative-planning.pdf Using the iPlan Portal: https://iplan-cms-uat2-iplan-cms-redesign.azurewebsites.net//media/1071/using-the-iplan-portal-for-educational-planning.pdf</p> <p>Ensure all members are signed up and can access the portal.</p> <p>*New members need access</p>
Intention		<p>Review bylaws and elect SLT chair.</p> <ul style="list-style-type: none"> • New business- bylaws, highly encouraged to ask in advance to bring up new topics, limit time, put blurb on AmPark website of what SLT is • Matilda & Kerry- secretaries • Casey- chair & UFT rep
Projection		<p>Discuss tentative objectives for next meeting.</p> <ul style="list-style-type: none"> • Review school data, 2019 only, analysis by class • Review CEP • Metamorphosis activity
Projection		<p>New Business Agenda Members/observers may propose topics to discuss at future meetings.</p> <p><i>PA report:</i></p>

		<ul style="list-style-type: none"> ● Smooth Back To School night ● PA website out & elections ● Zoom audio meeting for more to hopefully join ● Costume party in October ● Theme for beginning of each meeting- test prep with Casey, chef M. in Dec. 										
Reflection		<p>Assess what worked well in this meeting and what could be improved for the next meeting Review the objectives for today's meeting, then have each person share at least one plus and one delta</p> <table border="1" data-bbox="512 558 1661 959"> <thead> <tr> <th data-bbox="512 558 1087 623">+ (What worked well)</th> <th data-bbox="1087 558 1661 623">▲ (What to change in future meetings)</th> </tr> </thead> <tbody> <tr> <td data-bbox="512 623 1087 761"> <ul style="list-style-type: none"> ● Rolling agenda </td> <td data-bbox="1087 623 1661 761"> <ul style="list-style-type: none"> ● Access to CEP goals, print out synopsis, what means to each member </td> </tr> <tr> <td data-bbox="512 761 1087 829"> <ul style="list-style-type: none"> ● Printed resources </td> <td data-bbox="1087 761 1661 829"> <ul style="list-style-type: none"> ● </td> </tr> <tr> <td data-bbox="512 829 1087 898"> <ul style="list-style-type: none"> ● </td> <td data-bbox="1087 829 1661 898"> <ul style="list-style-type: none"> ● </td> </tr> <tr> <td data-bbox="512 898 1087 959"> <ul style="list-style-type: none"> ● </td> <td data-bbox="1087 898 1661 959"> <ul style="list-style-type: none"> ● </td> </tr> </tbody> </table>	+ (What worked well)	▲ (What to change in future meetings)	<ul style="list-style-type: none"> ● Rolling agenda 	<ul style="list-style-type: none"> ● Access to CEP goals, print out synopsis, what means to each member 	<ul style="list-style-type: none"> ● Printed resources 	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ●
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Appreciations		<p>Appreciations:</p> <p>Notes:</p> <p>Casey for putting it together Sheri & Bonnie for checking in with Casey beforehand PA for smooth start to school year</p>										