


Bard High School Early College School Leadership Team

October 18, 2010 Meeting, 5:00 p.m., Room 209

Agenda

1. Approval of draft September 13, 2010 SLT Meeting minutes [5 minutes]
2. Selection of Recording Secretary [5 minutes]
3. Announcements
  - a) Introduction of Student Representatives and Grade 9 Parent Representative
4. Principal's Report (written) [10 minutes]
5. PTA Report (written) [10 minutes]
6. Student Reports (written) [10 minutes]
7. CEP Update [10 minutes]
8. Review of SLT Bylaws [10 minutes]
9. New Business [10 minutes]
  - a) Physical Plant Issues
  - b) Changing Rooms for Physical Education students
10. Other Business

  
Attendance: Michael Lerner – Principal, Linnae Hamilton and Abe Suleiman – PTA Co-Presidents; Denice Gamper – BHSEC UFT Chapter Chair; BHSEC Faculty Reps: Gabriel Rosenberg; Siska Brutsaert – BHSEC Associate Dean of Studies; Bard College Representatives: Martha Olson – Dean of Administration;; Tabetha Ewing – BHSEC Dean of Studies; Parent Representatives: Lauren Block – Grade 10 (alternate rep), Kim Landsman – Year 1, Eileen McColgan – Year 2;; Invited Guest: Carol Turitz – BHSEC Parent Coordinator;

**1 . Meeting called to order at 5:05PM .**

**2 . Meeting chaired by Michael Lerner .**

**3 . Meeting opened with the introduction of the members of the 2010 – 11 SLT .**

**4 . Recording Secretary – Denice Gamper**

**5 . Approval of Minutes:**

a ) Minutes from June 7, 2010 SLT meeting were approved without amendments.

**6 . Principal's Report**

**a ) Opening week of school:**

- Student attendance on 09/08/2010 was 91%
- The theme for this year's Writing and Thinking Workshop is Justice. Funding for the printing of the Writing and Thinking Anthology was provided by the New York Historical Society.
- Workshops have been going well.

**b ) Update on 9<sup>th</sup> Grade Enrollment:**

- Current total student enrollment is 620.
- At the end of June 2010 there were 120 9<sup>th</sup> graders accepted to BHSEC. As a result of the appeals process an additional 50 students were accepted. As of today, there are close to 170 students enrolled in the 9<sup>th</sup> grade.
- Dr. Lerner clarified that students applying to the specialized high schools are not circumventing the admissions process to BHSEC. The DoE acknowledged mistakes they made in sending out acceptances to students that were recommended for a seat for our incoming 9<sup>th</sup> grade class.

**c ) Budget and Staffing**

- The current budget for SY 2010-11 has not changed since the end of school in June 2010. A small amount of money has been added to the budget with the retirement of Mr. Peterson and then the addition of Dr. Lerner (lower starting salary).
- Dr. Lerner stated that as a result of the budget cuts BHSEC lost four faculty members (three DoE faculty and one Bard faculty member). BHSEC was able to hire three new full time faculty who will be paid by Bard College. Other staffing/faculty shortages have been addressed by hiring adjunct faculty using Bard College funding.

**d ) Matching Grant**

- Dr. Lerner informed the members of the committee that an anonymous donor is willing to provide funds up to \$500,000 for the hiring of faculty and staff for BHSEC Manhattan and BHSEC Queens. BHSEC Manhattan and BHSEC Queens must raise monies to match the proposed grant by the end of June 2011.
- Dean Olson and the PTA Executive committee are discussing ways to raise funds to meet both the Matching Grant and the PTA Operating Budget needs.

**7 . PTA Report**

**a )** Ms. Hamilton reported that there has been two meetings with Dean Olson and the PTA Executive Board to reach a fund raising agreement related to the Matching Grant and PTA Operating Budget.

**b )** The first general PTA meeting is going to be held on 09/16. The PTA is hosting a pot luck dinner for the opening meeting.

**c )** The PTA Executive Board has reviewed the Faculty Wish List allocation in the PTA budget with Dr. Lerner. The focus for the distribution of these funds will be related to budgetary needs.

**d )** Upcoming PTA Events

- Fall Phon-a-thon – scheduled for late October
- Knowledge College – scheduled for 02/05/2011



- Holiday Gift Fair – to run concurrently with the Fall Parent-Teacher Conferences
- Spring Fund Raising Event is still being discussed.
- PTA is working organizing presentations that will increase parent attendance and participation in PTA meetings and events.

#### **8 . SLT Goals**

- a ) Dr. Lerner met with members of the Student Union to discuss the roles/responsibilities of the Student SLT reps.
- b ) Dr. Lerner will send out a request for faculty volunteers to serve on the SLT for the SY 2010-11.
- c ) Ms. McColgan asked if it were possible for the members of the SLT to see a copy of the Memorandum of Understanding between Bard College and the NYC Department of Education. Dean Olson informed the committee that the current MOU expires in 2012.
- d ) Dr. Lerner distributed the NYC School Survey for 2009-10. He suggested that we look at the School Survey in order to establish the goals for the CEP

##### **( 1 )Communication:**

- ( a )Parent access to ARIS: Ms. Turitz informed the members of the SLT committee that the NYC DoE sent out documentation to parents containing the password necessary to access the ARIS system. Ms. Turitz also reported that the number of BHSEC parents accessing ARIS has increased significantly. Only Ms. Sawick is permitted to provide parents with the password needed to access ARIS.
- ( b )Existing student academic information: Parents commented that student programs for the Fall semester were on ARIS. Questions were raised as to why parents had not been informed that schedules were posted. Dr. Lerner stated that the school was not aware that the schedules were available through ARIS. He cautioned that the schedules were not finalized and were subject to change. Dr. Lerner was also asked why the NYS English Regents scores had not yet been posted on ARIS. He assured the parent members of the SLT that he would investigate this immediately.
- ( c )Establishing effective lines of communication between parents, administration and faculty: Parents expressed concern about inconsistencies in the manner in which information is communicated to parents and students. Those issues include:
  - ( i ) Parental notification about student performance throughout the semester.
  - ( ii )Accuracy of information on the BHSEC website.
    - 1 . Questions were raised about the accuracy of information on the website as well as who is responsible for updating the website content.

#### **9 . Old Business**

- a ) Physical Plant Issues
- b ) Changing rooms for students taking physical education.
  - The committee was informed that this would be discussed at the first Health and Safety meeting. An update will be provided at the next SLT meeting.

#### **1 0 .Meeting adjourned at 7:00PM .**

Respectfully submitted,

Denice Gamper