



School Leadership Team (SLT) Agenda & Minutes

Date: September 16, 2025

Present: Jean Marie McInerney, Natalie Meade, Armistead Booker, Lauren Cherney, Marilyn Henry, Emilee Brokman, Shari Fields, Kelli Kathman, Osama Sehgol (guest)

Absent: Madeline Kerner, Molly McIntyre

Welcome & Introductions

- Introductions of members and guests
 - Jean Marie McInerney, Principal
 - Lauren Cherney, Parent
 - Marilyn Henry, UFT Paraprofessional
 - Natalie Meade, UFT Chapter Leader & Teacher
 - Emilee Brokman, UFT Teacher
 - Shari Fields, UFT Teacher
 - Kelli Kathman, Parent
 - Armistead Booker, FTA President & Parent
 - Osama Sehgol, Parent guest
- Review of meeting norms
 - Agenda sent a few days prior to the meeting
 - SLT appointed roles keep the meeting on-track according to agenda, recorded, and timely
- Approval of [June 2025 Minutes](#)

Review of Roles & Responsibilities

- Overview of SLT purpose and function
 - Collaborative process, discuss initiatives & concerns of school. Collaborate and discuss Comprehensive Education Plan (CEP), look at goals
 - The checks and balances of the school
- Clarification of member responsibilities
 - Members are expected to attend all meetings
 - Attending remotely is an option in emergency
 - Chairperson: Kelli Kathman
 - Time Keeper: Marilyn Henry
 - Minute Taker: Natalie Meade
- Review of Title I PAC Chair responsibilities (monthly updates) - unnecessary as we are not a Title I school and do not have a Title I PAC Chair

Principal's Report

- Updates on instructional focus and schoolwide priorities



- **Instructional Focus:** For the 2025–2026 school year, PS 295’s instructional focus will be to accelerate student learning by delivering explicit, data-informed instruction rooted in progress monitoring, and clearly defined student success criteria. In grades K–2, we will strengthen foundational literacy by implementing aligned phonics instruction with a clear scope and sequence, consistent daily routines, and regular checks for understanding. In grades 3–5, we will use student-facing success criteria to guide instruction and support students in tracking their own progress. Across all grades, our math instructional focus will center on the launch and refinement of structured math centers that build fluency and conceptual understanding through differentiated, hands-on practice.
 - \$30,000 spent on Orton Gillingham to purchase materials for foundational literacy work, curriculum licensing, professional development
 - \$8,000 spent on continued math professional development
 - Math Center kits from Illustrative Math have been purchased (time has been built into the structure of programming to build fluency and conceptual understanding across grades)
 - i-Ready program purchased for additional math and reading instruction that targets individual student needs
 - WIN period - What I Need period - built into the structure of programming to help address individual student needs
 - Teachers get 5 periods a week for preparation period, 1 additional prep has been added to all teacher programs as an administrative period
 - P.E. 2 times a week, Science 2 times a week, Music 1 day a week, Art and Theater split across the year
- CEP Check In
 - Test scores and end of year screener data will be reviewed at the next meeting
- Enrollment and attendance updates
 - Enrollment: 175 students (including 3K and pre-K)
 - When the small class size mandate is in effect, we have the room to receive more students from schools that are at capacity; as this was mentioned in meetings with the Superintendent
- Announcements and upcoming events
 - \$10,000 grant for Allergic to Salad program
 - 4 weeks of lessons on nutrition and cooking for Pre-K to 5th grade
 - Marquis Studios:
 - FTA secured a grant to bring back Bollywood for grades K-5
 - Circus Arts for Prek, K, 1
 - Kinder Dance 3k and PreK
 - Student Council for grades 3-5 has been initiated with Angelique Spector as the teacher overseeing
 - Coordinate monthly assemblies
 - Participate in D15 Youth Congress
 - Breakfast begins at 8:00am, students free flow to their classrooms at 8:19am
 - Lunch periods

- Grades K-5 at 1pm (Lunch Bunch and Enrichment will be offered during this time throughout the week)
 - 3K eats lunch at 11am & PreK eats lunch at 12pm
 - Time for snack in classrooms is expected (5-10 minutes of a working snack)
- Sensory Room schedule will be released soon for 3K, PreK, will go daily and K-2 once a week; with open periods for students as needed
- Cell Phone Policy
 - The “bell to bell” state law is published on school website and in the school handbook
 - Locking pouches will be used

FTA Report

- Updates on family engagement activities
 - More engagement means multiple people in co-leader roles
 - 3K, PreK, K advocate, Title 1 advocate, and ESL advocate positions
 - Looking for one parent for SLT (Thursday FTA meeting will hold elections for this role)
 - Looking for a 5th Grade committee chair and a sustainability chair to work with Ms. Shen and Mrs. Spector
 - Looking to start a Gardening club
 - Family Engagement chairs are holding monthly office hours
 - We are no longer using Class Dojo and have switched to Parent Square (which is officially in use)
 - Issues around logging in, ATS, and moving admin in security roles are being worked on
 - The website is hosted by Square Space
 - Events and news will be synced from Parent Square directly to the website
 - The new after school program, Right at School, has started
 - Holiday camp information will be available to families when finalized
 - Free childcare during the first FTA meeting this Thursday (9/18) at 3pm
 - Library Club will start by Molly McIntyre and other parent volunteers (Storytime ambassador, Shelf organizer, Checkout)
 - October 1 deadline for securing Class Parents
 - Classroom Stipends being worked out with McInerney and EC Treasurer
 - Lice Check will occur in the fall and spring
 - Brooklyn Buzz: school paper released first edition
 - A Fall Family Survey will go home to families
- Fundraising and upcoming events
 - Scholastic Book Fair Nov 19
 - Read a Thon
 - First Fridays
 - September 20: Freedom to Dream Day sponsored by the Mural Justice Project
 - September 26: Cupcake Friday
 - September 27: Morning Playdate on the school playground 10am-12pm



- Monthly Staff Appreciation
 - October: Custodial
- October 4: Community Swap cafeteria and gym - bring something to swap with someone else (25 dollar limit). Leftovers get donated
- October 17: Class visit day, phonics workshop, 5th grade forum for middle school, movie night
- October 29: Fill the Pantry
- October 31: Boo Grams, Halloween Parade with “trunk or treat”

New Business

- Open discussion items from team members - none recorded

Next Meeting

- Confirm next meeting date/time
 - October 14
 - Dates of future meetings will be sent by McInerney