

Ebbets Field Middle School 352
SLT Team Meeting Agenda and Minutes
September 29, 2022
5:30pm - 6:30pm
Google Meet

Join with Zoom

Meeting ID: 979 3207 4670

Passcode: 037732

Facilitator/Chairperson: Mr. Henry

Note Taker/Secretary: E-Recording

Backup Note Taker:

Timekeeper:

**Faculty/Staff: Ms. Atkinson, Ms. Barrett, Ms. Soverall, Celeste Walker, Ms. Mullen-Morris,
Ms. Mellis**

Parents: Ms. Hughes, Ms. Morton

Meeting objectives:

- Opening of the Meeting - Meeting Call to order
- Welcome Ms. Atkinson (Principal- IA)
- PTA Report
- Review SLT By-Laws (Rules and Expectations)
- Review SLT Chairperson roles and Responsibilities
- Set Meeting Dates
- Additional Comments

Instructional Focus:

IF we strengthen the core instruction by grounding lessons in learning targets and success criteria while focusing on the NGLS Priority Learning Standards, THEN students will become agentic in their learning because they will know **what** they are learning, **why** they are learning it and **how** they can demonstrate mastery of their learning.

5:30pm - 5:40pm

Meeting Called to Order Time:

Presentation of Meeting Agenda Items:

- Welcome Ms. Atkinson (IA)
- PTA Report
- Review SLT By-Laws
- Set Meeting Dates
- Additional Comments

5:40pm - 5:50pm

PTA Report:

Ms. Morton reports that the present PTA President is Victoria Brown. There will be PTA elections for the new school year –which should take place October 6th 2022.

5:50pm - 6:15pm

MEETING TOPIC:

Ms. Atkinson introduces herself to the EFMS 352 SLT body. She talks about having strong ties to District 17 as a teacher and administrator. She outlined a shared vision and mission for EFMS 352.

Ms. Atkinson sketches out the purpose and function of the SLT and emphasizes its importance especially around the development of the school's Comprehensive Educational Plan. She elaborates on the SLT roles and expectations.

- Member Activity log and remuneration

Mr. Henry adds to the discussion – talking about the SLT's function/role in the C-30 process.

Mr. Henry reviews the existing EFMS 352 SLT bylaws.

Key Points discussed:

- Term and function of the SLT chair
- Installation of officers (Ms.Walker -recorder, Ms. Morton - Timekeeper)
- Structure of the meetings

6:15pm – 6:25pm

Members consider some changes to the bylaws –

- 1) Removal or collapsing some roles such as: Financial liaison and General Liaison

Many of the duties outline under the financial liaison title are currently being performed by the chairperson –for example “Responsibility for maintaining on file attendance records for verification of member participation”

- 2). Reducing the time and length of SLT meetings from 2 hours to 1 hour from 4:30 pm -6:30 pm to 5:30pm - 6:30pm – Issue is to be tabled at this time.

6:25 - 6:30pm

AGENDA For Next Meeting

- Define SLT meeting dates and time
- Review Bylaws

Meeting Adjourned (Time)

Meeting Adjourned at 6:30 pm

Next Mtg: 10/13/2022:

SLT at 5:30 pm - 6:30 pm