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Danielle Zebrowski  
Principal

Heidi-Marie Pepe  
Assistant Principal

**Agenda**  
**School Leadership Team**  
**Tuesday, December 19th, 2023**

**In Attendance:**

**In Person:** D. Zebrowski, M. Phlamon, C. Alarco, A. LaBella Rossi, J. Sedita, H. Pepe, S. Prassos, J. Chang

**Remote:**

D. Levantis-Skourlis - childcare issues  
E. Rubenstein - childcare issues  
M. Andrews - childcare issues

**Agenda:**

**1. Review Minutes from November 14th**

**2. Culture/Holiday Follow-up**

- Admin held a parent chat where they brought together a diverse group of parents
- Parents all agreed nothing should be taken away from the holiday sing but requested there should be a balance of all holidays celebrated in December
- Parents also brought up finding a way for multiple cultures to be represented during this time
  - i. Home for the holidays addressed this
- Moving forward there will be monthly family enrichment projects in order to showcase the students culture
- It would be a great idea to create a document or photo/video montage of all that we have done throughout the year
- We could also have a few students share their monthly projects at the end of the Student of the Month assemblies
- Lunar New Year
  - i. M. Andrews is in the planning process

Submitted by C. Alarco

- ii. There is an organization in China that will be sponsoring Lunar New Year events in the school for three weeks in January
- iii. A representative from the organization will be here for 3 Fridays in January to complete the activities during the Friday assembly periods

### **3. Upcoming Parent Workshops**

- In January families of students in K-2 will have the opportunity to come in to learn about Foundations
- In grades 3-5 there will be two weeks in January where teachers will open their classrooms to showcase HMH to parents.
- Admin started sending GAMA messages to alert families of upcoming events in addition to backpacking home papers and posting on Dojo.

### **4. CBT**

- All students in 3-5 will be given ELA assessments on the computer this year
- Grade 5 will take all state tests on the computer this school year
- Spring 2025 grades 4-5 CBT
- Spring 2026 all grades CBT
- Between January 16 and January 26 the school has to participate in one simulation test.
  - i. 40 minute testing period to make sure all kids can get on and use the platform
- D. Zebrowski is allowing grades decide when and how they want to administer the simulation test
- Will there be test prep this year?
  - i. Each subject has 4 practice tests available
  - ii. Teachers can use them during the test prep season
  - iii. There is per session available for an after school test prep program as long as families are interested
  - iv. The test prep companies have created online platforms to use for test prep as opposed to paper booklets
- D. Zebrowski will be having a virtual Town Hall in January to discuss CBT to help families wrap their heads around it
- A parent cannot refuse a CBT test and have their child take a paper test instead.
- Math tests will not be available for translation this year. Students will get a paper test if they need it in another language
- There is not an accommodation for SWDs to take the test on paper instead
  - i. The only way they can take the test on paper is if they need it in braille

**Future Meeting Dates:**

January 23

February 27

March 19

April 16

May 21

June 11 (Make up)

June 25