

**Graham and Parks Alternative Public School**  
a pre-kindergarten through 5th grade  
Cambridge, MA public school

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**School Council Notes - DRAFT**  
**Agenda for May 25, 2023**  
**7:00 – 8:00 pm via zoom**

**School Council Meeting Norms**

- **Be punctual & prepared**
- **Be mindful of air time**
- **Avoid side bar conversations**
- **Assume positive intentions**

**Attendees:**

Administrative Appointees: Dr. Kathleen Smith – Principal; Jodi Rich – Community Representative  
Educator and staff representatives: Debra Gadsen – Co-Chair, Melissa Mihos, Kaitlin Baumann, Stefanie Gardner  
Family and caregiver representatives: Christian Henry – Co-Chair, Vivian Colon Pales – Hiring Committee, Jessica Britton, Khalid Iqbal

Council members absent: Lauren Morse, Family Liaison

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| 1. Meeting Convened                                  | 7:00pm         |
| 2. Introductions, Greetings, Review of Prior Minutes | 7:00 - 7:05 pm |
| 3. Principal's Report                                | 7:05 - 7:15 pm |
| a. Staffing & Professional development updates       |                |
| b. Facilities updates                                |                |
| c. Health policy updates                             |                |

*Goal: Keep the School Council informed of school happenings and areas of focus.*

*Outcome: This is an update.*

Notes:

- No staffing updates at the moment.
- We are continuing to follow our COVID mitigation plan.
- We have summer camps located in our building this summer, the custodians will be working on cleaning the building around them.

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| 4. School Update: School Improvement Plan | 7:15 - 7:50 pm |
| Process, timeline, and template           |                |

Notes:

**2022-2023 Graham & Parks School Council Members**

Administrative Appointees: Dr. Kathleen Smith – Principal;  
Lauren Morse – Family Liaison; Jodi Rich – Community Representative  
Educator and staff representatives: Debra Gadsen – Co-Chair, Melissa Mihos, Kaitlin Baumann, Stefanie Gardner  
Family and caregiver representatives: Christian Henry – Co-Chair, Shawdee Eshghi - Secretary, Vivian Colon Pales – Hiring Committee, Jessica Britton, Khalid Iqbal

- A district wide template was shared that all schools will be using to format School Improvement Plans into slides, as a way of narrowing focus and supporting understanding.
- Each school will have 4 goal areas: Literacy, Math, School Climate, Absenteeism
- This work started this week at the G&P Summit, where G&P representatives met all day to identify goals for the SIP.
- The G&P Summit included 14 staff members who represent the diversity of staff and programs.
- We started by building an understanding of teacher leadership and anti-racist leadership.
- We reflected on progress made on the current School Improvement Plan and identified key areas of growth.
- This work will continue as we consider end-of-year assessments and receive MCAS data over the summer months.
- The Leadership Team will be leveraged and we will present a draft of the plan to the School Council in the fall.

5. New business & community feedback

7:50 - 8:00 pm

6. Meeting adjourned

8:00 pm