



Granville T. Woods P.S. 335
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Telephone: (718)-493-7736 Fax: (718)953-4697
“Learn Today, Lead Tomorrow”

Kathy Polight, Principal

Keyon Armstead, I.A Assistant Principal

School Leadership Team Meeting
Thursday, January 21st, 2025 – 3pm

Members Present:

Kathy Polight, Principal
Nakia Campbell, UFT Chapter Leader
Nicole Petit, SLT Chairperson
Nicole Stewart, UFT
Margaret Jackson, Community School Director
Karese Howell, Parent Member
Karesha James, Parent Member

Members Absent:

Coffey McMillian, UFT
Michelle Miller, UFT
Tiffany Harvey, Parent/SLT Chairperson
Faith Smith, Parent Member

The meeting was called to order, and the minutes from last month’s meeting were reviewed. An addition was noted by Ms. Stewart, who shared that the team collaborated to complete the UCS Field Inventory Survey. With this update, the minutes were approved.

● **Principal’s Report**

Principal Polight shared that her report is part of the school’s progress monitoring of the CEP goals. The team focused on Priority 1: All Students Learn to Read Well and Attendance and Chronic Absenteeism. The team discussed key strategies that were implemented to support growth such as professional development for teachers, intervention programs, Tier 3 support through Reading Partners and Tutor Hub, classroom visits and observations, and timely feedback from administration. Strategies to improve attendance were also highlighted such as an effective Attendance Team, incentives such as Pop-Up Parties, attendance incentives and awards, and family celebrations. Principal Polight noted that progress on the remaining CEP goals will be discussed during next month’s meeting.

- **Parent Association Report**

Ms. James reported that a PTA meeting was not held this month and that a meeting will be scheduled in February to discuss fundraising and other events in the school. Principal Polight then asked how can the school support the PTA to ensure that meetings are held monthly to provide a space for parent voice. The team discussed ways the school can better support the PTA to ensure consistent, monthly meetings with families. After discussing different suggestions, the team agreed that our Parent Coordinator, Ms. Prince can support the PTA in creating an agenda for the monthly meetings. Flyers will also be created and enlarged so parents are aware of the meeting. PTA meetings will be held on the third Wednesday of every month at 2:30pm.

- **Community School Director Report**

Mrs. Jackson reported the UCS Field Inventory Report the team worked during November and December's meeting has been submitted. She also explained that she will use the progress monitoring data discussed during today's meeting to complete the OCS Mid-Year report.

Looking Ahead

- CEP goals and progress monitoring
- School fundraising ideas
- End of Year events

The meeting was adjourned.

The next meeting will be held on Thursday, February 26, 2026.