Public School 35Q
The Nathaniel Woodhull School
90-11 191st Street, Hollis, NY 11423
tel: (718) 465-6820 fax: (718) 217-4314
webpage: www.ps35q.com

Kendra Dib, Acting Principal

Ryoji Mizutani, Assistant Principal
Genevieve Mohamad, Assistant Principal

September SLT Meeting Minutes
Date: September 23rd, 2026
Time: 2:45 pm- 4:12 pm
Location: Rm 123

Attendees:

1. Mr. Mizutani (AP)
2. Ms. Dib (Acting Principal)
3. Mr. Licata (UFT Representative)
4. Mr. McKnight (Parent Coordinator)
5. Ms. Amos (Teacher)
6. Ms. Makhanlal (Teacher)
7. Lalita Outar Basdeo (PTA Secretary)
8. Samantha Sweeting (PTA President)
9. Ulyana Reid (Parent Representative)
10. Athena Arzuaga

Welcome and Introductions

Mr. Mizutani welcomed all School Leadership Team (SLT) members to the first SLT meeting of the 2026–2027 school year. Members introduced themselves and shared their respective roles and titles within the school community. Mr. Mizutani reviewed the SLT Mission and Purpose, emphasizing the team's role in supporting shared decision-making, collaboration, school improvement, and the academic and social-emotional success of all students. The team discussed several SLT roles and responsibilities, including the importance of active participation and collaboration among staff and parent representatives. Meeting dates and times for the school year were also discussed and established.

Comprehensive Education Plan (CEP) / IPlan

The team reviewed the school's Comprehensive Education Plan (CEP) goals, priority needs, and identified supports from the previous school year. Members were informed that the CEP goals for the 2026–2027 school year have been approved by our district representative. Mr. Mizutani provided an overview of the IPlan and explained the various components that make up the school's CEP. He discussed how school staff and the SLT collaborated to review school data, identify areas of need, and develop goals designed to address the academic and instructional priorities of the school. Mr. Mizutani walked SLT members through the process for accessing the school's online IPlan so that members can review the school's goals, action steps, strategies, and progress throughout the school year. The team also reviewed an overview of current school performance data and discussed potential areas of focus for the 2026–2027 school year. Members participated in brainstorming possible areas that may require continued attention, support, and monitoring as the school works toward achieving its CEP goals.

Principal's Report

The principal provided updates regarding upcoming school events and schoolwide initiatives: Meet the Teacher Night. Meet the Teacher Night is scheduled from 4:00 p.m. to 7:00 p.m. The event will provide parents and families with an opportunity to meet teachers, receive important information about the school year, and strengthen the home-school connection. The principal also discussed encouraging families on the night of the event to take books home from the school to help develop and strengthen home libraries and promote reading outside of school.

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Birthday Celebrations

The principal recommended that classroom birthday celebrations be limited to once per month and that the amount of food provided during celebrations be limited. The goal is to maintain consistency and ensure that celebrations remain manageable and appropriate within the school setting.

PTA's Report

The PTA provided several updates and recommendations. The September 23rd PTA meeting was canceled because parents had not been adequately informed about the scheduled meeting. To increase parent participation and encourage families to become more involved with the PTA, the PTA proposed incorporating student recognition into future PTA meetings. Suggested recognitions include: Student of the Month, Writer of the Month and Perfect Attendance Recognition. Cluster teachers will also participate in student recognition by highlighting students in their respective subject areas, including: Physical Education Student of the Month, Science Student of the Month and Art Student of the Month. The PTA hopes that recognizing students during PTA meetings will encourage more families to attend and become active members of the school community.

After-School Program Concern

The PTA President raised a concern regarding the availability of food for students participating in the after-school program. It was reported that on September 14, 2026, food was not provided to students in the after-school program due to a lack of available funding. To support students and address the immediate concern, the PTA provided funding for pizza for students participating in the after-school program from September 15–18, 2026. The concern was brought to the attention of the SLT for awareness and continued discussion regarding sustainable resources and support for the after-school program.

Upcoming Events: Picture Day is scheduled for October 28th, 2026. Families and staff will receive additional information regarding picture-day procedures and scheduling as the date approaches.

The meeting adjourned at 4:12 pm.