

P.S. 33Q – School Leadership Team Meeting Minutes

Date: Monday, April 20, 2026

Time: 2:45 p.m.

Location: Room 258

1. Attendance

Members Present:

- **Crispen Thielen** – Principal
- **Kristian Lisowski** – UFT Representative / Social Studies Teacher
- **Robeena Darr** – ENL Teacher (Secretary & Minutes Taker)
- **Michelle Hyatt** – Parent
- **Jessica Sherry** – Parent
- **Elaine Simpkins** – School Aide Supervisor
- **Alex Toto** – 3rd Grade Teacher
- **Alex McAlpine** – Parent (*Virtual*)

Members Absent:

- **Patricia Vaughn** – Parent (Chairperson)

2. Call to Order

The meeting was called to order by Principal Thielen at 2:45 p.m.

3. State Testing Updates

- Principal Thielen discussed the upcoming Math State Exam, including testing logistics.
- He explained that some students are exempt based on the length of time they have been in the country.
- He reviewed how the computer-based testing platform works.
- The Grade 5 Science Exam is scheduled for June 13th.

4. School Branding & Building Improvements

- Mr. Thielen discussed upcoming school branding initiatives, including:
 - Branded door wraps on the front entrance
 - A branded rug
 - Improvements to the cafeteria and front counter
- Funds have been allocated, and implementation will begin soon.

5. Facilities & Capital Projects

- The school will be undergoing several capital improvements, including:
 - Installation of approximately 40 security cameras inside and outside the building
 - Roof work on the older building
 - Brick repointing
 - Flood remediation
- Scaffolding will be present for approximately two years.
- Work orders have been submitted for two bathrooms, though timelines may be extended.

6. Programs & Initiatives

- A Bollywood Dance Program for 1st grade will run through the end of the year on Wednesdays and Thursdays.
- Through a School Food Grant, a company will provide:
 - Virtual workshops integrating science and food
 - A schoolwide assembly
- These initiatives align with the school's sustainability efforts and the work of the Green Team.
- A student-created sustainability video will be shown in classrooms on Earth Day.

7. Academic Programs – SPRINT & i-Ready

- SPRINT data remains steady.
- Mr. Thielen proposed implementing one designated i-Ready Homework Night per week to ensure students meet required usage minutes.
- Mr. Lisowski shared that Google Classroom has features to track student data through the Classwork section.
- Discussion included how to effectively track i-Ready minutes:
 - Expected usage: 40 minutes per week per subject

8. PTA Updates & Book Drive

- Ms. Sherry reported that the PTA Book Drive ended on Friday.
- Ms. Vaughn has begun shipping books.
- Book Fairies donations are in the process.
- Approximately 1,000 books have been secured through Scholastic.
- Additional steps include:
 - Checking if teachers have extra books to contribute
 - Planning distribution to ensure books reach students
- Apparel orders are completed; delivery timelines are being finalized.

9. Upcoming Events

- 5th Grade Bake Sale is planned.
- Field Day dates have been identified.

10. CEP Update

- Mr. Thielen noted that he planned to review the CEP; however, the platform was temporarily unavailable.
- The CEP will be reviewed at a future meeting.