The Rego Park School
93-06 63rd Drive Rego Park, NY 11374
718 459 1044

Eleuterio Rolon, Jr, Principal
Erin Hookim, Assistant Principal
Anitra Lauro, Assistant Principal

School Leadership Team (SLT) Meeting Minutes
School: PS 139Q
Meeting Date: October 2026

Attendance

Attendance was reviewed and sign-in sheets were collected. Corrections to member names and attendance records were discussed prior to approval of the minutes.

Approval of Previous Minutes

The team reviewed the prior meeting minutes and made the following additions:

- Documentation of participation in the two-hour training facilitated by Sonia, which will count toward member remuneration.
- Clarification regarding the creation and use of subcommittees to address ongoing SLT work.

The amended minutes were approved by the team.

Subcommittee Structure and Operations

The SLT discussed establishing subcommittees to conduct work between monthly meetings and report recommendations back to the full team. Key points included:

- Subcommittees may address CEP-related goals as well as broader school improvement topics.
- Committees will consist of SLT members and may also include other school community members.
- Best practice would be to include both parent and staff representation whenever possible.
- Committees will meet separately from regular SLT meetings and provide reports and recommendations to the full team.
- Bylaws will be updated to reflect committee procedures and expectations.

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Meeting Schedule

The team revisited the meeting schedule after receiving guidance during a recent SLT training.

Discussion focused on:

- Maintaining the current meeting time.
- Ensuring that committee work reduces the amount of business conducted during regular meetings.

The team agreed to continue meeting at the current scheduled time and revisit the issue if necessary.

The next SLT meeting was scheduled for **Friday, November 20**.

Budget Alignment to the Comprehensive Education Plan (CEP)

Budget Overview

Mr. Rolon reviewed school budget allocations and explained how funds are received, scheduled, and utilized through Galaxy. Major discussion points included:

- Most school funding is allocated to staffing before discretionary spending decisions can be made.
- Remaining available funds include Title I Schoolwide Program funds and Fair Student Funding monies.
- Additional funds became available due to enrollment adjustments and reserve allocations being returned to the school. Approximately $66,000 in reserve funding is expected to be restored.

Student Support Discussion

The team discussed possible uses of available funding, including:

- Hiring an additional paraprofessional trained in de-escalation, SEL, and crisis intervention to support students experiencing behavioral crises and reduce disruptions to classroom instruction.

- Concerns were raised about balancing support for students in crisis with opportunities and enrichment for the broader student population.

Saturday Program and Test Preparation

The team discussed using available funds to:

- Develop a Saturday program for general education students.
- Expand test-preparation opportunities for students in Grades 3-5.
- Explore scheduling, staffing, funding, student eligibility, and implementation details through a committee process.

Committee Formation

Test Preparation / Saturday Program Committee

Purpose: Develop recommendations for student test-preparation programming and Saturday opportunities funded through available budget resources.

Members:

- Eleuterio Rolon
- Jazmine
- Juan
- Melissa

School Spirit Committee

Purpose: Explore initiatives to strengthen school culture, student engagement, and school spirit.

Members:

- Sasha
- Danielle

Grants Committee (Proposed)

A discussion occurred regarding the creation of a committee to pursue grant opportunities and external funding sources that could support school initiatives.

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Agenda for Next Meeting

The team agreed that the next meeting agenda should be streamlined and include:

1. Approval of meeting minutes.
2. Continued budget review and alignment discussion.
3. Committee reports and recommendations.

Adjournment

The meeting was adjourned at **8:34 a.m.**