



# COMMUNITY EDUCATION COUNCIL DISTRICT 3

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**Council Members:**

Inyanga Collins  
Dennis Morgan

Daniel Katz  
Yan Sun, *ELL*

Michael McCarthy  
Alana Metcalf, *student member*

Jean Moreland

| **Ilene Altschul**  
*District 3 Community Superintendent*

## CEC3 & CSD3 Presidents' Council Joint Calendar Meeting Minutes

Oct. 25, 2017, 6:30 PM

P.S. 452 - Auditorium

210 W. 61 St., NYC 10023

*(Approved at the Nov. 21, 2017 Calendar meeting by all Council members present)*

❖ **Call to Order 6:40 PM**

- ❖ **Roll Call of Members** Kristen Berger, Inyanga Collins, Lucas Liu, Genisha Metcalf, Mike McCarthy, Dennis Morgan, Kim Watkins  
Excused Absence: Daniel Katz, Jean Moreland  
Absent Manuel Casanova  
**DOE Staff:** Ilene Altschul, D3 Superintendent; DJ Sheppard, D3 Family Leadership Coordinator

❖ **Approval of Minutes**

- Aug. 9, 2017 Calendar Meeting Minutes were approved by all Council members present.

❖ **CSD3 Presidents' Council Roll Call of Members**

1. President's Council reached a quorum

❖ **President's Report** *(on file)*

1. President Watkins submitted a written report to Council.

❖ **Superintendent's Report**

- Completed Level II for 03M258 – waiting to move to SLT consultation; Moving to Level II for 03M247
- Have completed 9 PPOs with PLF Cindi Dickman
- M163 had their QR
- M208 had been selected for an opportunity with Michael Phelps, Colgate and TerraCycle which took place on October 19<sup>th</sup>.
- M087- holding Dual language PD for all dual language teachers across the district on November 7<sup>th</sup>
- Public Advocate Leticia James visited STEM Institute on October 23<sup>rd</sup>
- Met with Deputy Inspector Holley, 20<sup>th</sup> Precinct to discuss crossing guards –
  - He is aware that there are 2 vacancies in the 20<sup>th</sup> precinct
  - He has one applicant
  - Previously had 14 applicants but they were found ineligible
  - 61<sup>st</sup> and West End Ave is the next post to fill, then 61<sup>st</sup> and Amsterdam. This is determined using collision data.
  - Need to publicize that there are positions if anyone is interested in applying. I have the application and information. The application needs to be submitted to Sgt. Montgomery. 212- 580-6422
- SLT Roles and Responsibilities training was held on October 17<sup>th</sup> – went well
- Leader in Me focus group – if school interested in applying for the grant – October 26<sup>th</sup>

- PS 452 was accepted into the Diversity Pilot that is for incoming Pre-K and K starting next year, and that the target is FRL. Those students who meet the criteria will move up to the top of the in-district random placement once all zoned applicants and siblings receive offers.
  - The DOE believes that all students benefit from diverse and inclusive schools and classrooms where all students, families and school staff are supported and welcomed. As part of our larger work to increase school diversity and our citywide school diversity plan, a total of 21 schools are participating in New York City's Diversity in Admissions pilots to date. Through the pilots, these schools give priority in their admissions processes to students who qualify for free or reduced-price lunch (FL or FRL), English Language Learners (ELLs), and/or were in the child welfare system or impacted by incarceration. In 2016-17, the most recent year for which there is data, 9.7 percent of all PS 452 students qualified for FRL or HRA benefits.
    - Free Lunch for All discussion ensues. Supt. Altschul remarked that even with free lunch for all, it is vital that families still fill out and hand in the form to the school. It is very important to the school that these forms are returned because each returned form represents money for the school. Schools have to work and do whatever it takes to make families aware of how important return of these lunch forms is.
- School Safety - All schools should have completed Modules 1 and 2 on de-escalation, general response protocols, restorative practices and addressing bullying for teachers. There are also 3 sessions recommended for parents. Met with Parent Coordinators today to review the modules and recommended all PCs meet with their families to let them know about the sessions. Shared the General Response Protocol.
- My Brother's Keeper Grant- D3 has received 37 thousand dollars from the MBK grant to focus on improving outcomes for young boys of color. The grant money will be used to work with literacy consultant, Isoke Nia, and the NY Historical Society on improving our curriculums to be more culturally relevant to students. Additionally, D3 parent coordinators will also work with the NY Historical Society to engage parents and provide opportunities to parents to participate in workshops at the museum.
- Middle School Blind Admissions- discussion with principals– October 26<sup>th</sup>
  - Member brings up timing of announcement of 165 truncation next week. Supt. Altschul responded that it will not be coming out next week even though she told ODP that the CEC3 meeting is Nov. 8 and a special calendar meeting has been scheduled to address the changes. Member remarked that parents need to know now because middle school applications are due in December and in order to be in the regular applicant pool with all the other applicants, they need to know, and it hampers their ability to be a part of the middle school process. Supt. Altschul said the slow response is not the news (from ODP) that she expected. Until approval from all of the offices is received, no notification can go out. She will relay Councils concerns. At the middle school meeting on Nov. 2<sup>nd</sup> the Superintendent will relay as much information as possible. She will know by Tuesday.
  - The Superintendent will confirm that stakeholder meetings will happen once the proposal is released but not before.
- Ribbon Cutting at Riverside School – Library Madeleine Polayes Library- October 27<sup>th</sup> at 4:00 p.m.

❖ **C4E Presentation (*on file*) : Matthew Manner, DOE Budget Office presenting**

- Funds must be allocated predominantly to students with the greatest educational needs:
  - i. ELLS
  - ii. Students in Poverty
  - iii. Students with Disabilities
  - iv. Students with Low Academic Achievements or At Risk of Not Graduating.
- Funds Breakdown
  - i. 199M goes directly to schools
  - ii. 30M goes to maintenance efforts
  - iii. 119M goes to targeted allocations
- How actuals are spent
  - i. 322M to teachers = 93%

- ii. 12M Pupil Personnel Providers
- iii. 10M Personnel Services
- iv. 4M Assistant Principals / Principals.
- 2010 Class Size was changed to focus on the 75 lowest performing schools with high class sizes.
  - i. In 2016 class size reduction focused on renewal schools
  - ii. 2017-2018 DOE will continue to focus on renewal schools in its class size reduction efforts

Council Discussion:

- What does “reduce class size” in our district mean in practice?
  - i. Supt. Altschul responded that it could mean reducing the teacher/student ratio, in a K class for instance it could mean keeping it to 20.
- The DOE is focusing on Renewal Schools, D3 has two renewal schools, how much of this fund is going to those two renewal schools? And, renewal schools are already very under-enrolled, why are we reducing class sizes more?
  - i. Due to recording issues the Superintendent’s response was unintelligible.
- Because they are under-enrolled it’s making up the gap in budget because they don’t have full sections.
  - i. Supt. Altschul: It could be. I don’t know how much C4E monies they are getting for reducing class size. I’d have to look at their budget.
- Do the two renewal schools in our district get all the 3M for reducing class size?  
Mike Manners: Yes, it is citywide (there is over talk at this point and it is unclear)

❖ **Safety & Incident Reporting Presentation: Frank Jordan, Office of Safety & Youth Development reporting**

- Principals are mandated to report incidents.
- They have 24 school hours to generate the number of the report, complete their investigation and complete the report. Once a report is submitted it cannot be edited or deleted, only updated, i.e. new information comes out.
- Descriptive information is required.
- General data can be shared, where and when; specific data cannot be shared.
- Lack of incidence reporting is also a flag and if a school reports no incidents, children have accidents, we also investigate
- Parents can request a copy of the report
- Every school district in the state enters information in their own system and it is inputted into VADIR.
- The city information is relayed to the state.
- The city can challenge the state’s finding on a particular school that is why accurate information is needed.
- The state only reads descriptions. If a description fits their “bucket” they enter it in their bucket. They don’t have categories like the city does.
- Council member remarked that, in a discussion with the DOE Office of Safety and Youth Development, there is a lack of transparency in relation to parents and that there is an online reporting portal (ORS) in development that will be rolled out. Member will follow-up to get more information.

❖ **Public Comment/Questions**

1. No public comment

❖ **Old Business**

1. CEC3 SUNY Harlem Link Charter School Letter was sent in conjunction with submission of renewal request for Harlem link.

❖ **New Business**

1. NYSER (New Yorkers for Students’ Educational Rights) – is still in litigation with the state to have release of all monies to the city as promised. Member requested that Council draft a letter instead of passing another resolution.

2. District 3 Fundraiser
  - i. Council discussed how to best go about holding a district fundraiser for the purpose of having a fund that could be used to distribute to schools with low fundraising. Possibly incorporate a fundraiser into a district event, i.e. Harlem School Summit.
  - ii. President's Council weighs in that they have talked about it as well and feel that it is not sustainable and that it also raised other issues, like how will monies be handed out; that a more viable option might be teaching PTAs how to fundraise. Skeptical about adding fundraising to a district event.
  - iii. Suggestion that possible partnering PAs/PTAs, a high-raising with a low-raising PA/PTA.
  - iv. Member notes that different schools have different needs, perhaps a mini-grant or application to find out what the schools needs are. It might easier to do in-kind PA to PA to make it easier.
  - v. Council will figure out the next steps, create a steering committee for an event and bring it back to Council.
3. ELL Member Candidate Jane Yan Sun was introduced to Council. Council vote on candidate will take place later in the meeting
4. Draft DACA Resolution (*on file*) is read into the record. It is in support of similar resolution introduced by Citywide Council on English Language Learners (ELLS)
  - o Council discussion ensues; one member does not feel comfortable supporting such a resolution if there is not parity with US citizens. Others are in full support of document. A member brings it round to previous discussion on fundraising, why should one school help another school that is in need? Feels that not taking care of others runs counter to that. Another response is that the conversation does not end here, the resolution is a form of an "actionable step."

❖ **Liaison Reports**

- i. 859 Dual Language - Liaison Liu said that the A/C problem has come back. John Hession, Facilities-Manhattan is running point on it and next week there will be a meeting with contractors.

❖ **Committee Reports**

- i. Dual Language Committee had a Dual Language table at the Elementary School Enrollment event last night and next year all the schools should get involved. Parents received a lot of information.
- ii. Middle School – The next meeting is Nov. 2. Focal point of agenda will be about the potential truncation of 165. December meeting will feature Office of Enrollment to speak broadly about middle school blind admissions for the following year.
  - o Member remarked that a lot of the Harlem schools were not included on the Middle School Tour Dates document. The response was that all schools were contacted though the problem might be that the timeline changed this year. However the document is constantly updated though Friday is the last day to get those tour dates in.

❖ **Public Comment**

1. Steven Evangelista, Harlem Link Co-founder: Concerned about factual inaccuracies he sees in the CEC3 Harlem Link Letter sent to SUNY. One that states Harlem Link is over the allowable footprint that the DOE allows. He doesn't think that's true. He feels they have been open and transparent with their proposals and communications has the emails to confirm. They got consent from the building council to use open space in the building. There are other inaccuracies, that they have abused shared space. He is not sure what that means but will raise the question with the principal. They regularly hold "shared space" meetings under the A-190 Regs. This concern has never been raised at one of those sessions that happen 3-4 times a year. They don't plan to expand. They have 452 students, their charter max is 500, contingent on the DOE moving them into unused space, which is not available. The plan is to have the same number of students as they have now.

They have policy disagreements with the CEC3. They feel that if there is unused space it should be used if possible. The DOE has agreed with them that the process should be followed.

They've reached out (to CEC3) and tried to be included in the discussions, they've provided space planning data and tried to be open and transparent.

Mr. Evangelista was at the CEC3 Harlem Summit talking about charter schools; believes that our schools can thrive together. They are going to stop wasting their time by coming out to meetings because it seems CEC3 does not want to meet them half way.

- Member questions why the way Harlem Link charter does not reference exact numbers. It speaks to "potential to have more students," from the members perspective it means CEC3 must protect our schools from being encroached upon. CEC3 is trying to grow the school. It's a school in transition and we want the space because we are looking to expand. It becomes a contentious issue because you want it also.
- Member remarked that the letter came from a place of advocacy. Charter Schools are allowed to over-enroll. We cannot. In the members view it is not a partnership as Harlem Link is responsive but not pro-active in providing information, where are the statistics, the growth plans, the strategy in order to figure out from the perspective of the CEC3 how to foster a partnership. Harlem Link can come to any open meeting CEC3 has and then craft strategy, in private, based on information gathered, in response. We are not offered the same opportunity. Is there a similar forum where your strategies are presented that we can attend? If there is no give on your end in terms of providing information, it is difficult. Mr. Evangelista responds that Harlem Links Board meetings are public.

2. Melissa Chu. Appreciate their relationship with Harlem Link. (*recording is unintelligible*)...there is a PTA meeting tomorrow and they will schedule a joint PTA meeting with 208.

❖ **Roll Call Vote**

1. ELL Member Candidate
  - i. Motion is called
  - ii. Candidate Yan Sun is voted in as the ELL member. (6 Yes / 0 No / 0 Abstain)
2. DACA Resolution in Support of DACA (Deferred Action for Childhood Arrival) DREAM Act.
  - i. Motion is called
  - ii. Resolution fails to achieve a quorum and does not pass. (5 Yes / 1 Abstain / 0 No).

❖ **Adjournment 10:00 PM**