



COMMUNITY EDUCATION COUNCIL DISTRICT 3

154 West 93rd Street New York, New York 10025 - Room 204 Tel (212) 678-2782 Fax (212) 678-2804 Email: CEC3@schools.nyc.gov

Kimberly Watkins
President

Kristen Berger
First Vice President

Manuel Casanova
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Lucas Liu
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Genisha Metcalf
Secretary

Council Members: Daniel Katz Michael McCarthy Jean Moreland Dennis Morgan | **Ilene Altschul**
Sharmilee Ramudit Vacant, member Vacant, student member District 3 Community Superintendent

Wed., Sept. 12, 2018 Business Meeting 6:30 PM Joan of Arc Complex 154 W. 93rd St. – Room 204

Minutes

❖ **Call to Order 6:41p**

❖ **Roll Call of Members** Kristen Berger, Manuel Casanova, Daniel Katz, Lucas Liu, Michael McCarthy, Genisha Metcalf, Jean Moreland, Dennis Morgan, Sharmilee Ramudit, Kim Watkins
DOE Staff: Ilene Altschul, D3 Superintendent, DJ Sheppard, D3 Family Liaison Coordinator

❖ **Approval of Minutes**

1. The June 6, 2018 Business Meeting minutes were approved by all Council members.
2. The July 18, 2018 Business Meeting minutes were approved by all Council members.

❖ **Superintendent’s Report**

District Goals/priorities (share document)

District updates: no new principals, 2 new interim acting APs: Sharon Chung at PS 199, Anav Cohen at PS 166. Not filling DSR position. Tracy McClaire is on a leave until about mid-October.

Smooth opening: visited all the schools, Chancellor visited MS 180- served lunch and talked to a table of students.

Congratulations to schools on their State Accountability Status as a Reward school:

- 03M163, Alfred E. Smith
- 03M199, Jessie Isador Straus
- 03M243, Center School
- 03M859, Special Music School

Congratulations to

- 03M165 – Showcase School
- 03M163 – Learning Partner Host School
- 03M247, 03M191, 03M185 – Learning Partner Schools
- 03M247, 03M250, 03M256, 03M421, 03M862, 03M191 – MSQI schools

Dates for the District (share document)

Kindergarten Waitlists-

PS 9	12	overflow PS 84
PS 199	17	overflow PS 191
PS 166	6	overflow PS 84

Harlem Visioning/ Harlem Stakeholders- Looking to set up Harlem Stakeholder meetings – first week in October. I sent out an email to principals to attend the PTA meetings for the schools in Harlem and speak to parents and hear about their concerns and what they would like to see.

PS 242 Italian DL- Central ELL office is approving the school to hire the DL Italian teacher to support the program. We realize we started late in the year and therefore they don't have a full program but there will be a teacher to support any DL Italian families in PreK and K. Meeting with stakeholders on Friday in my office at 12:45 p.m.

State Integration Pilot Planning Grant update- Met this afternoon.

District branding. District Community event.

Implementation Plan/Middle School diversity updates

- Met with Office of Equity and Access – developing district equity teams. Starting on October 4th Jonathan supporting the equity team development.
- Matt Broggin is attending the MS committee meeting on Monday, 9/17
- Holding a MS Principal meeting on 9/17 to discuss the screening process for the schools.

Update on Kaufman/SMS – new Executive Director Kate Sheeran. Met on 8/28. We looked at the programming and possible cuts. They will not offer a conducting class and HS will not offer a graduation project class. It was noted that the current model is not financially sustainable. SMS will save funding used for admissions as they will be the first point of contact and will take over the scheduling of auditions. Looking to increase the diversity of the applicants.

Universal Literacy Coaches

Goal of the Mayor's and Chancellor's Universal Literacy Initiative (Part of the Equity and Excellence for All Agenda) is to ensure that all students are reading on grade level by the end of second grade. Specifically at least two-thirds will be reading on grade level within six years (2022) and all students will reach that goal by 2026.

We are in Cohort 3. Allocation is based on 3rd grade state ELA proficiency and enrollment in kindergarten, first and second grades.

Therefore, M076, M075, M145 all have full-time universal coaches

M149/M185; M191/M180; M242 and 05M517 are sharing a coach between 2 schools

M084, M163, M165, M241, M333 all share a coach among the 5 schools.

Responsibilities include: supporting all teachers in grades K-2, visiting with debriefing, co-planning, modeling/demonstration of lessons, co-teaching, side-by-side coaching, planning and facilitating PD Workshops, planning and facilitating team or grade level meetings, creating a coaching cycles

Looking to add the ASD Nest program at West Prep Academy

❖ **President's Report**

- Lead testing in our schools has been in the news. She will be meeting with John Hessian and will have an update in future.
- Member Jane Sun resigned. Her child graduated and she has moved out of the district. We now have an ELL position open.
 - CEC bylaws need to be updated. New bylaws need to be written, apparently in 2015 there was a notice from FACE that this needed to be done. Member McCarthy was volunteered to rewrite the CEC bylaws.

- CEC3 Fordham University Intern was introduced. The idea is to have her help consolidate outreach and community engagement. She will spend 14 hrs/week, Wed. on administrative and Thurs. in the field.

❖ Old Business

1. D3 Chancellor Town Hall – The council discussed the format for the District 3 Town Hall with Chancellor Carranza, specifically the manner in which the new chancellor prefers to take questions, i.e. directly from the audience or as set questions. Supt. Altschul said she would send an email to get more specific information and relay that to Pres. Watkins.
2. Middle School Admissions – Member Berger, as Middle School Chair, said that the Middle School Tour Access Calendar was now available and would be circulated and posted to the cec3.org website. It did not go out to 4th grade. Middle School directories also went out this week. The CSD3 Middle School Principals Forum is Sept. 25th and Member Berger said that she has someone from The Public Good at Teacher College who will film it. CEC3 will pay for childcare at the forum.

❖ New Business

1. P-Card Budget Adjustment
The CEC3 AA explained the changes in p-card enrollment with a limit of \$5000. Treasurer Liu requested a reallocation of budget lines to reflect the amended p-card limit of \$5000, a reallocation of \$3300 to member reimbursement line as well as to the following lines: office supplies and local transportation.
 - i. Pres. Watkins called for a motion to approve the reallocation
 - ii. Member Katz called the motion
 - iii. Member Berger seconded the motion
 - iv. All Council members approved
 - v. The motion passed
2. Test Scores: The superintendent relayed to the council that she was informed that 5th grade state test scores will be coming out shortly. She has not had any other information
3. Opportunity School & Success Academy Upper West Side Applications member McCarthy said he will be at the Sept. 25th PEP meeting where these applications will be voted on. Success Academy has asked for an additional 300 seats. Member McCarthy will meeting with CEC 5 & 6 and put together a position statement prior to the meeting.

❖ School Liaison Reports

1. Member Berger, liaison: PS165 roof needs to be redone and there is asbestos. SCA needs access to the building at 4:30p without anyone in the building which will affect after school programs. The SCA has agreed to move the work time to 5:30p. They will tent the roof, freeze the asbestos, remove it in chunks and place it in sealed bins. The process will take 2 years. The process is pretty stringent. There has not been an issue in the past.

❖ Committee Reports

- 1, Middle School, Member Berger, Chair: There is a committee meeting Mon., Sept. 17th at 9:30a at Joan of Arc. The DOE Office of Enrollment will be present.
2. High School Admissions, Member Moreland, Chair: There will be a meeting Fri., Sept. 21st at 9a at Joan of Arc.
3. Multilingual Committee, Member Liu, Chair: There will be a committee meeting Sept. 20th 6:30p at JOA.

An Italian Dual Language teacher has been hired, the Italian Consulate had sent several recommendations.

There are 40 families in D3 interested in Mandarin Dual Language. The superintendent was asked if there were any schools in Harlem that might be interested. The member went on to say that there is no additional money allocated for dual language after the initial purchases of materials. The superintendent agreed and said that in a budget for dual language you need to double everything. It's also a challenge adding new students when dual language begins in K. After possibly 1st grade a new student would

have to be a native speaker, so there is built in attrition; K maximum class size is 25 and 1st grade max class size is 32m there is difficulty receiving new students after 1st grade.

4. Equity and Excellence Committee, Members Morgan and Metcalf, Co-Chairs: They are finalizing the next meeting date which looks like it will be Oct. 4th. They will be hosting a screening of America to Me, part 1 and/or 2 of a 10 part series. They will have a place for the viewing to announce by the CEC3 next Calendar meeting on the 16th.

❖ **Adjournment 9:54p**