

**DISTRICT 3 COMMUNITY EDUCATION COUNCIL
Business Meeting**

Wednesday August 19, 2015

6:30 PM

Joan of Arc Complex

154 W. 93rd St.

1. Meeting Called To Order – 6: 40 p.m.

2. Roll Call

Present: Kristen Berger, Joseph Fiordaliso, Zoe Foundotos, Noah Gotbaum, Theresa Hammonds, P.J. Joshi, Daniel Katz, Lucas Liu, Nan Mead and Kimberly Watkins. A quorum was present.

DOE Staff: Ilene Altschul, District 3 Superintendent, DJ Sheppard, District 3 Family Advocate

3. Approval of Minutes

- a. The June 3, 2015 CEC3 Business Meeting Minutes were accepted in to the record by 4 the returning Council Members who were present at the June 3rd meeting.
- b. The July 15, 2015 Minutes were approved by a unanimous consensus of the Council Members present.

4. President's Report

- a. City Council Member Rosenthal spoke to the Council on the following items:
 - i. Her office is moving forward with the P.S. 75 working group to get as much protection as possible from developer.
 - ii. Her office has able to secure \$100,000 dollars in funding for P.S. 191school along with \$40,000 dollars for their afterschool program. Funds were also secured for an onsite Psychologist for the school. City Council Member Rosenthal pledged to stand by P.S. 191 100% to help with the unfair PDS designation
 - iii. On PS 199 Overcrowding, Council Member Rosenthal expressed deep disappointment with the DOE and their about face from their position last year. She spoke with the DOE pressing to open the school at Riverside Center quickly, next year if possible.
 - iv. Council Member Rosenthal offered assistance from her office with rezoning.
- b. Assembly Member Rosenthal spoke to the Council on the following items:
 - i. Spoke about the Overcrowding issue that has been long in the making in the PS 199 Zone.
 - ii. She stated that P.S. 191 is on an upward trajectory.
 1. She spoke with SED about issue and said that SED informed DOE about the designation.
 - a. She said that the DOE needs to pour in more resources because of the designation

- b. Assembly Member Rosenthal has written to SED to see how P.S. 191 landed on this list.
 - 2. Have to work together with both schools as a community to solve this issue. DOE must respond to us as a community.
 - 3. Assembly Member Rosenthal said the state education department must be FOILed to get a copy of the report.
 - 4. Assembly Member Rosenthal reported that she wrote several letters in a few days to officials on this issue and has submitted copies to the CEC3 for the file.
- c. Council President Fiordaliso spoke on the issue of Overcrowding at P.S. 199 and the PDS Designation at P.S. 191 expressing his outrage.
 - i. Council Member Gotbaum spoke that CEC3 needs to act to help remedy this situation.
 - ii. Council Member Mead spoke on the A-101 Revision and the lack of planning for overcrowded schools that are next to under-enrolled schools. Offered up a discussion on Mayoral Control for a later date.
- d. Manhattan Borough President's Update - Ayisha Irfan, Office of the Manhattan Borough President (MBP)
 - i. Ms. Irfan reported that the Manhattan Borough President's Office has funded many schools in District 3. This year they will be bringing in budget reps to reach schools that have not applied for funding in the past.
 - ii. In regards to P.S. 191's designation on the NYS Persistently Dangerous Schools List, the MBP Office is calling on the DOE for action and support.
 - iii. In regards to P.S. 199, Ms. Irfan stated that the overcrowding issue is interrelated with the PS 191 issue.
 - iv. Regarding Metal Detectors, the Mayor has created a commission to investigate and wants to involve the community in the issue and to get their input.
 - 1. Council Member Foundotos asked about a list of target schools.
 - a. Ms. Irfan replied that she will look into it
 - v. Ms. Irfan reported that NY Police Chief Bratton is rolling out a program for Police in community to get to know the community.

5. Superintendent's Report

- a. Superintendent Altschul introduced the following new school leaders in District 3:
 - i. Claudia Aguirre, Interim Acting Principal 03M149
 - ii. Daisy Fontanez, Interim Acting Principal 03M415
 - iii. Katherine Witzke, Interim Acting Principal 03M009
 - iv. The new P.S. 84 school leader will be introduced at the next Calendar Meeting.
- b. Superintendent Altschul announced that the District 3 team is all in place at this time:

- i. Cynthia Dickman, Principal Leadership Facilitator, Deputy Superintendent is on vacation.
 - ii. Eurgenia Douglas (Rouge), Director of School Renewal.
 - iii. Matthew Angell, Field Support Liaison, and liaison to the Borough Field Office to make sure that schools are getting all the supports that they need.
 - iv. Russell Gonzales, Teacher Development and Evaluation Coach
 - v. DJ Sheppard, District Family Advocate, will be the support person to work with your Parent Coordinators, School Leadership Teams, and Parent Associations. In addition, she will provide opportunities to increase family engagement through workshops and district events.
 - vi. Tracy McClaire, Family Support Coordinator will be the point person for addressing family concerns and the main contact for all parents.
 - vii. Violet Guillet, Administrative Assistant
- c. Principal Appointments:
 - i. Marcia Hendricks has been appointed Principal at P.S. 241
- d. Ms. Altschul announced District Events for fall:
 - i. The first principal meeting will be held Thursday, September 3rd at 8:30 a.m.
 - ii. The first DLT is scheduled for September 16th at 9:00 a.m.
 - iii. The Middle School Fair is scheduled for September 30th at 5:30 p.m. at PS 242
 - iv. The Middle School Principals Forum is scheduled for October 8th at 6:00 p.m. at PS/IS 76.
- e. NYC Schools Accounts
 - i. NYC Schools Accounts offer a new way for parents and guardians to access key information about their children. Families who wish to create a NYC Schools account should use the unique Account Creation Code that was provided in a letter that was sent home during the last week of June to create a NYC Schools account online or they may register for a NYC Schools account in person at their school or at any superintendent's office.
- f. New York State Test Data
 - i. Increased 4% in ELA (the highest increase of all Districts in the city) and 2% in Math
 - ii. She reported on the highlights of the data.
 - iii. Superintendent Altschul provided the opt-out numbers from the state tests that were requested by the Council.
- g. The Council raised questions about the letters going out to P.S. 191 families offering seats to families who wish to change schools due to PDS designation.
 - i. Superintendent Altschul replied that students will get assigned seats based on available seats at a school which may be in or out of District. Last year

the letters went out the first day of school. There is a time limit for a family to accept. A student will receive only one offer closest to their residence.

- ii. Superintendent Altschul introduced Stephanie Saunders from the borough office who is attending tonight's meeting.
- iii. The question was raised regarding the framework to support the families.
 1. P.S. 191 will be holding 3 meetings by grades at the school to explain the process
 2. School does have a plan that they are working on.
- iv. The Council raised the question of where is the NCLB list of schools.
 1. Superintendent Altschul reported that she has requested the list and is awaiting the information.
 2. The PDS List wasn't official until NYSED announced it which was just a week ago.
- v. Council President Fiordaliso asked whether P.S. 191 Assistant Principal properly trained.
 1. Superintendent Altschul reported that she was unsure.
- vi. The question was raised as to why the CEC3 was not notified of P.S. 191 being placed on the PDS list back in March.
 1. Superintendent Altschul responded that the information was confidential.
- vii. The question as to what is being done to remedy this situation was raised by the Council.
 1. Superintendent Altschul replied that training has been provided on reporting safety issues for new Principals last year and training will be held for Principal and Assistant Principals. All Principals will be trained by the beginning of school. The Principal can designate a person on their staff to report, but ultimately the Principal is responsible.
- viii. The question about Federal law that requires families to be notified within 10 days was raised as well as the question about Federal Law that all students must be offered seats.
 1. Superintendent Altschul has request information and has not had received answers as of today.
- ix. Superintendent Altschul hopes to arrange a walk- through of the school by NYSED. P.S. 191 must show a plan to remedy the safety issues first before a walk-through can be scheduled.
- x. Questions of the procedure were raised.
 1. NYSED informed the DOE of the designation last year, but the information was not given to the school or Principal. The Network and the Borough Safety Officer were informed.
 2. NYSED reads the reports and weights the incidents.

3. Stephanie Saunders explained the procedure and review process.
 - a. Stephanie will follow up on the September 30th deadline and the steps that can be taken.
- xi. Moving forward, the District 3 Office
 1. Safety – Working closely with New Borough Safety Agent Frank Jordan.
 2. Test Data - Looking closely at the data to formulate an RSCP Data.

6. Old Business

- a. The following CEC3 Members were appointed Chairs of the following Committees:
 - i. Common Core Standards Implementation and Testing Committee – Daniel Katz
 - ii. Middle School Committee –Kristen Berger
 - iii. High School Admissions Committee- Zoe Foundotos
 - iv. Zoning Committee- Kim Watkins
 - v. Special Education Committee- PJ Joshi
 - vi. Charter School Committee- Noah Gotbaum
 - vii. Multilingual Committee – Joe Fiordaliso will act as chair until the ELL seat is filled.
 - viii. Diversity Committee – Nan Mead
 - ix. Health and Wellness Committee – Theresa Hammonds
 - x. There were no objections to forming a Special Education Committee and a Diversity Committee.
 - xi. Council Member Hammonds requested to form a Health and Wellness Committee. The Council agreed to create this committee and Council President Fiordaliso appointed Council Member Hammonds to chair the committee.
- b. School Liaisons-
 - i. The CEC3 School Liaison assignments were finalized for the 2015 -2016 school year.
- c. The Strategic Planning discussion was tabled to September Business Meeting
- d. P.S. 166 School Yard Safety Project Update:
 - i. The lawsuit by Friends of Playground 89 and Landmarks West has been thrown out. The safety construction is scheduled to begin on September 8th.

7. New Business

- a. Budget Update & Collection of Activity/Reimbursement Forms
 - i. The Council was asked to hand their July Council Reimbursement Forms to Treasurer Watkins to be signed and submitted.
- b. AA Transition

- i. The Council discussed the CEC Administrative Assistant hiring process.
 - a. CEC AA Mary Kane's last day will be September 7th. Posting for the position will happen after September 7th.
 - i. The Council was asked to spread the word.
 - b. Resumes will come into FACE and CEC3 will review the resumes. The CEC3 is in charge of hiring
 - c. Council President Fiordaliso asked for 3-4 volunteers from the Council to review the resumes. Guidelines to follow for setting salary that are set forth by DOE.
- c. ELL Position Posting
 - i. Council President Fiordaliso has reached out to Jim Newman from FACE for guidance and creative ideas to fill the vacant seat.
- d. CSD3 Brochure
 - i. The updated draft of the CEC3 portion has been included in Council Member's folders and has been sent to DJ to be included in the district's brochure.
- e. Town Hall with Chancellor Fariña
 - i. The Town Hall is scheduled for October 28th and will be followed by the Joint Calendar Meeting.
 - ii. The Council was asked to give suggestions for the location.
- f. District 3 Meet and Greet
 - i. The District 3 Meet and Greet is scheduled for October 14th at Joan of Arc.
 - ii. The format will be discussed at the September Business Meeting
- g. P.S. 191 PDS Designation
 - i. The Council discussed this earlier under the Superintendent's Report.
 - ii. The Council asked for answers to the following questions:
 - 1. Will every student at P.S. 191 receive an offer to transfer to another school?
 - 2. Whether the DOE is out of compliance in regards to the timing of notification to the P.S. 191 families.
 - iii. The following suggestions were made:
 - 1. The CEC3 should write an open letter to the newspaper about the positive attributes of P.S. 191.
 - 2. Hold two meetings for P.S. 191 families: one before the notice and one after.
 - 3. Everyone write a letter to the NYS Commissioner to remove P.S. 191 from the PDS list.
 - iv. Leaders from P.S. 191 and P.S. 199 PTAs reported that they are working together.

h. P.S. 199 Overcrowding

- i. DOE is adding 2 more students to each of Kindergarten Classes to a total of 27 students.
- ii. As of today, all 12 Kindergarten Seats have been filled and there are still 30 on the waitlist.
 - 1. Families on the waitlist will be offered seats at P.S. 452. At this point, 10 seats will be offered.
- iii. The question was raised around address verification and if the DOE is being vigilant.
 - 1. The Superintendent confirmed that the DOE is being vigilant.
- iv. P.S. 199 PTA has requested a meeting with Deputy Chancellor Rose and has not received a response
- i. Chancellor Regulations A101 Revisions
 - i. Council Member Mead will write a letter to the PEP and will circulate it to the Council for approval regarding the lack of provision for back up schools.
- j. August 20th Democracy Prep Charter Hearing
 - i. The Council will discuss off line. Council Member Joshi offered to attend the hearing
 - ii. Council Member Gotbaum announced that he will attend to ask about enrollment and demand.

8. Adjournment of Business Meeting

The Business Meeting was adjourned at 9:53 P.M.

Action Items Review

1. *Mary will send the CEC3 AA job description to the Council*
2. *Ms. Irfan will look into the list of target schools regarding metal detectors.*
3. *Stephanie Saunders from the Manhattan Borough Office will follow up on the September 30th deadline and the steps that can be taken in regards to the P.S. 191 PDS designation.*
4. *Superintendent Altschul was asked to follow up on the question about the Federal law that requires families to be notified within 10 days as well as the question about Federal Law that all students must be offered seats.*
5. *Council Member Mead will write a letter to the PEP and will circulate it to the Council for approval regarding the lack of provision for back up schools in regards to the A-101 Revisions.*
- 6.

Submitted by Mary Kane, Administrative Assistant, CEC 3