**Community School District 3 District Leadership Team Minutes**

**Wednesday, June 20, 2018 9:00am - 11:00am  
Joan of Arc Complex: 154 West 93rd Street, NY, NY 10025 Room 204**Attendees: CSD3 Superintendent, Ilene Altschul; Manhattan High School Superintendent Designee, Karla Chiluiza; CSD3 CSA Designee, Brian Zager; CSD3 UFT Representative, Elizabeth Espert; CSD3 DC 37 Representative, Andre Bullock; CSD3 Title I Representative, Jimmie Brown; CEC3 Chair, Kim Watkins; CSD3 Principal Leadership Facilitator, Cynthia Dickman; CSD3 Manhattan Field Support Liaison, Matthew Angell; CSD3 Family Support Coordinator, Tracy McClaire; NYCDOE Senior School Improvement Liaison, Tami Sturm and CSD3 Family Leadership Coordinator, DJ Sheppard.

Meeting called 9:05 am.

Welcome to Brian Zager as CSA designee.

May meeting minutes tabled due to lack of a quorum.

Nothing to add to agenda.

Superintendent Report by Ilene Altschul:

* + Middle School Admissions Implementation Plan – 2019-20 school year
    - Press Release will be coming out within the hour. Scenario ‘C” has been selected. The criteria for 25% of offers to CSD3 middle schools will be based upon the student receiving Free/Reduced Lunch. After that determination then students who are lower performing based upon composite score using these metrics:
    - 30% based on final 4th grade ELA course grade;
    - 30% based on final 4th grade math course grade;
    - 20% based on NYS ELA test scores;
    - 20% based on NYS math test scores.
* Blind admission policy will also be implemented in 2019-20 school year. Middle schools will no longer be able to see where a student ranked the school.
* There will be an increase on marketing strategies, support for schools and students. The plan also includes adding new supports for students and schools as well as focus on supporting programs and enrollment in Harlem schools.
* DOE has allocated $23 million for city-wide Implicit Bias Training. All CSD3 school staff will participate in this training provided by the Office of Equity and Access. All schools will have equity teams. Jonathan Foy will work with some of our schools coaching their equity team.
* Professional development on differentiating curriculum will be offered. Regents Algebra and Environment Science will be offered in all middle schools in spring 2020. The district office will monitor students receiving targeted academic intervention services.
* Discussion on gaming the new process. CEC3 President Kim Watkins concern that there is an incentive to do poorly on 4th grade tests and report cards. Superintendent said there will be no way to manipulate the system as the metrics are in priority order and include the student’s economic status. She added that the district and all middle schools will recognize high performing students. Talks with CEC3 will continue in 2019-20 school year.
  + - State Integration Pilot Planning Team members will be meeting in Albany on June 28th and 29th. Members have begun to make revisions on the vision and problem statements. Team is identifying problems in order to create a vision.
  + Wadleigh End of School Year Update – Due to Quality Review and data unsure of whether the school is meeting their benchmarks.
  + Sojourner Truth End of School Year Update- The school is meeting attendance benchmarks and we believe they are on track for the framework benchmarks (effective school leadership and collaborative teachers). Not sure about the student achievement benchmarks.
  + New York State Test Scores will be released later than past years. Heard that they will not be released until September/October.
  + Met with team at central from Equity and Access. Discussed support and next steps.
  + Denise Desjardin presented at the Italian Consulate regarding the new Italian program at PS 242 in Pre-K and Kindergarten. Ms. Desjardin is working with a Brooklyn school on implementation. The challenge is finding 3 teachers with elementary early childhood licenses that are able to teach in Italian. Cynthia Felix, Senior Director of Bilingual Programs is assisting. Lucas Liu, Chair of CEC3 Multilingual Committee has been instrumental in supporting this program.
  + Thursday, June 21st there is a Manhattan School Diversity Town Hall at 6:30 p.m. at The Frederick Douglass Academy located at 2581 Adam Clayton Powell Jr. Blvd. At present there is no flyer.
  + Mayor is holding Town Hall with City Councilmember Rosenthal on June 27th at 6:00 p.m. at PS 191.
  + Summer School begins on July 5th and with Friday, July 6th being a full day. After this date, there will be no summer school classes on Fridays.
  + A graph of promotion in-doubt and summer school attendance data by grade and by racial breakdown was handed out.
  + 350 students retained or attending summer school. Parent may appeal retention decision.
  + 65 K-2 Students. If principals select retaining K or 1st grade student the principal must meet with the family with district office monitoring those decisions. Superintendent Altschul does not believe in retaining Kindergarten students as this sets the child up for failure. Second graders will receive enrichment to assist moving to 3rd grade.
  + 268 students in Grades 3-8
  + 3 American Indian
  + 5 Asian
  + 166 Black
  + 152 Latino
  + 8 Multi-racial
  + 16 white
  + 93% Black, Latino or multi-racial
  + Historically, small percentage of summer school students are retained after summer school.
  + Save the Dates- 2018-19 DLT dates were on the agenda and listed below. Please note that majority of DLT meetings are moving to Thursdays. Time and place remain the same:

• September 20th

• October 11th

• November 29th

• December 13th

• January 24th

• February 14th

• March 14th

• Wednesday, April 17th

• May 16th

• Wednesday, June 12th

* + A city-wide CEP conference is calendared for Saturday, October 20th in Manhattan.

High School Superintendent Report by Karla Chiluiza:

* District 3 High School Highlights was unavailable.
* The Global Learning Collaborative (GLC) High School held a publishing party for Seniors. The 82nd Street Barnes & Noble hosted the event. Columbia University’s Teachers College worked with participants.
* The 3rd and 4th floor mural project is going well. The theme is people and places around the world and is being crafted by GLC students.
* Students of GLC choreographed a World Dance with opened and closed an arts ceremony on Friday.

CSD3 Presidents’ Council Report by Jimmie Brown:

* Presidents’ Council Executive Board elections will occur this evening.

DCEP facilitated by Tami Sturm, Superintendent Altschul and Matt Angell:

* Thank you to Tami for offering and facilitating SLT and ESSA professional development for SLT members.

Support for School Leadership Teams:

* Discussion of how to assist teams. Recommendation of liaison going to 1st or 2nd team meetings.
* June 29 is deadline to submit 2018-19 CEPs. Must align the budget to goals in the CEP.
* 2018-19 CEPs will be made public in November/December.
* Superintendent went to PS 163 SLT to meet regarding budget concerns.

Safety: No concerns reported.

**Next DLT Meeting - Tuesday, September 20, 2018**

Adjournment at 10:30A

Minutes submitted by DJ Sheppard