



# COMMUNITY EDUCATION COUNCIL DISTRICT 3

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

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## CEC3 Business Meeting Minutes Oct. 11, 2017 - 6:30 PM Joan of Arc Complex - Auditorium 154 W. 93rd St., NYC 10025

### Business Meeting Minutes

*(Approved at the Dec. 13, 2017 Business Meeting by all Council members present)*

- ❖ **Call to Order 6:45p**
- ❖ **Roll Call of Members** Kristen Berger, Inyanga Collins, Lucas Liu, Michael McCarthy, Genisha Metcalf, Dennis Morgan, Jean Moreland, Kim Watkins  
Daniel Katz 7:00p, Manuel Casanova, 7:20p  
**DOE Staff** Ilene Altschul, D3 Superintendent; DJ Sheppard, D3 Family Leadership Coordinator
- ❖ **Approval of Minutes**
  1. Sept. 19, 2017 Business Meeting Minutes were approved by all Council members present.
- ❖ **President's Report**
  1. Introduction of CEC3 ELL Member candidate Yan "Jane" Sun. She has a child at MS54. Ms. Sun introduces herself. The roll call vote on the ELL candidate will take place at the next calendar meeting on Oct. 25<sup>th</sup>.
- ❖ **Superintendent's Report**
  1. Safety: Reviewed with principal – training for teachers and staff, collected information on social emotional programs and supports for students, reviewed importance of addressing all incidents and concerns, entering all into OORS, sharing OORS data at safety meetings, UFT and PTA president should be in attendance, reviewing at SLT meetings.
    - There will be 3 series of professional development sessions developed for all schools to implement.
    - Frank Jordan, Office of School Safety, will be attending the Principal meeting to review with schools proper protocol. He has already met with all new Principals.
    - Chancellor's office is reaching out to all Principals co-located with a high school to review procedures and ensure the safety of all students. Supt. Altschul will receive an update once all calls have been completed.
  2. Displaced Students: ( letter on file) The DOE is registering pre-kindergarten through high school students who have been displaced from hurricane-ravaged areas in Florida, Texas, Puerto Rico, and other islands in the Caribbean. As noted in the email CEC received from Chancellor Fariña on September 28, you should refer to this letter (also translated in nine languages) to families as you support them in enrolling school-age children in the city's public schools. You should designate these students with a "Disaster Displacement" ("DD") admit code in ATS.
  3. Parking: PS 87 does not have authorized parking. The response that has been coming out of Deputy Chancellor Rose's office for a couple of years pertaining to parking spaces is that the DOT's policy is that no new parking spaces are installed for faculty parking at public, private or parochial schools. This has been the policy for over a decade and no new signage has been installed for over a decade.
    - \*Brief history on DOT parking policy: Parking is generally prohibited in the vicinity of school buildings to enhance school access and insure the safety of students. This safety

consideration allows for a clear curb lane adjacent to a school, minimizing the likelihood of “dart out” accidents which occur when children run or walk out between parked vehicles. This is the purpose of designating “No Parking” or “No Standing” zones between the hours of 7AM and 4PM on school days in front of schools. Despite these safety issues, authorized parking had been provided at schools for itinerant teachers who had to travel among schools during the school day, on official business, carrying special materials. When that program ended, the already designated spaces began to be increasingly used for commuting purposes, this was never the intent of the spaces. Although these authorized spaces have not been removed, no new faculty parking has been installed citywide for over a decade, at existing, expanding or newly constructed schools.

4. SCA at Special Music - M859 Facilities has had two engineers and a couple of contractors take a look and offer their input. John Hession, Deputy Director Facilities-Manhattan, went back for a “second” opinion, he feels it might take a little bit longer on the front end.

SCA at WESS - Still pushing to have the kitchen completed by the end of this month. The cafeteria itself will be completed summer 2018 (new floors, ceiling, lights, and wall tile).

SCA at M165 and Mott Hall II - The discovery of bad steel and bad bricking has caused two delays in the work being finished. Waiting to get new time-line

5. Middle School Principal Forum- held on September 27<sup>th</sup> at 6:00 p.m. at PS/IS 76. Thank you to Mr. DeBerry for hosting and all the principals who attended.
6. October 10<sup>th</sup> - Middle School Fair- at 5:00 – 8:00 p.m. at PS 242 was held yesterday
7. October 26<sup>th</sup> - meeting with Principals to start discussion on MS admissions
8. The Superintendent and her team have started school visits. Conducting a few visits with MFSC to provide additional strategic supports to schools.

Upcoming dates:

Elementary Admissions Event- October 24<sup>th</sup> at 6:00 p.m.

Harlem Link Charter hearing- renewal and revision – Tuesday October 17<sup>th</sup>

❖ **Old Business**

1. Crossing Guards – The superintendent got in touch with the principals. Crossing guards are assigned by the precinct.
2. WESS Cafeteria Update reported on earlier in Superintendent’s Report
3. SUNY letter follow-up – SUNY is voting on the Harlem Link charter renewal. The vote is in Nov for the Dec. PEP and then a community meeting after that. Their proposal is to renew every 5 years. They are within the guidelines for renewal with an increase for 500 students. They added preK two years ago. Council discussion ensued about how best to
4. Harlem Link Renewal is taking place next Tuesday. It is scheduled by the Dept. of Education. SUNY is the authorizer but will not be in attendance. The proposal is to renew for 5 years. Steve Evangelista, Principal of Harlem Link said they presently they serve 425 students. With regard to expansion the superintendent said that the problem is, if the space becomes available at 185 and Harlem Link takes the space and expands, it will impact enrollment at 185. There is space in the building which is why they are trying to increase enrollment. Actual bodies drive kindergarten numbers. Council discussion ensued regarding over-enrolled vs. under-enrolled schools and the uncertainty of getting into your school of choice vs a sure charter school seat and a long term vision for D3 school enrollment.

Council asked about the timeline for possible changes/truncations in 165, 185/208 because those schools are losing time in how they will react to that decision. Superintendent Altschul responded that there are some conversations happening. She’s met with SLTs and PTAs but nothing official has been printed. Current truncation of 165, the timeline is to post the proposal in beginning of November for the December PEP. Community meetings will follow the posting. 185/208: potential December posting for the January PEP, 241 is off the table, possibly to be looked at in 2019.

## ❖ **New Business**

- 1 School Safety - The Superintendent reported on school safety but Council questioned how data was being reported. How effective is VADIR (Violent and Disruptive Incident Reporting) which is a state department tool? A parent should be able to see if an incident is never reported. The superintendent responded that reporting depends on information; was the school informed? Schools have 24hrs to report an incident. Once reported, schools investigate. Certain incidents require schools to update the information but it can never be changed. Within 10 days schools must update and a reminder is sent if it's not done. Online Occurrence Reporting System. Everything gets reported. A school should not have a zero occurrence record. We do believe there are incidents that go unreported. It's hoped that schools will have more levels 1 and 2 than 3 to 5. It means we are addressing the minor infractions. If your child is named in a report, you have a right to a copy of that report. You have a right to know the outcome. Everything isn't bullying. You can pull up reports that show where incidents are happening. The VADIR information isn't up to date. You have to reach out to the PTAs and ask questions about what is going on. Council feels that a better reporting system is needed. The question will be raised at the ECC meeting this weekend about why charter schools are not reporting into the system and why CEC does not have knowledge about that. One of the top items at the Harlem Summit was school safety.

## ❖ **Committee Reports**

1. Charter School, Chair Mike McCarthy reported on their Sept. 29<sup>th</sup> meeting, they talked about goals including working together with charter schools. The next meeting is Nov. 14<sup>th</sup>, 6:30p at a location in Harlem and will look at a summary of those goals.
2. Equity and Excellence, Co-Chairs Dennis Morgan and Genisha Metcalf reported on goal to query parents as to why they choose one school over another and breaking down the elements of what constitutes a thriving school. Looking at safety, testing, fund-raising and what is driving the inequity. How do we elevate a school and be strategic. Making an equity checklist.
3. Middle School, Kristen Berger, Chair reported on their current initiative: to visit 2 middle schools you haven't been to. The next meeting is Nov. 2 at PS 165 at 6:30pm. The Dec. meeting will focus on changes in middle school admissions that will happen in Dec. 2019. It is unclear to parents how it will impact them. DOE has said blind ranking will happen for all middle school. How will that be implemented and how can we design it so it has the best possible outcome? We need to hear from Office of Enrollment what their plan is.
4. Multilingual, Chair Lucas Liu reported their next meeting will be Nov. 16

## ❖ **Liaison Reports**

1. 452 – Liaison Berger will take up busing with Superintendent Altschul separately.
2. Mott Hall II – Liaison Berger notes that her questions were answered earlier.
3. 185 – Liaison Morgan reported that the school is concerned about debris from construction around the steps. They also would like a way to track the families that they are also trying to find after-school programming, seeing is Harlem Children's Zone would be possible.

## ❖ **Adjournment 9:30p**