



COMMUNITY EDUCATION COUNCIL DISTRICT 3

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COMMUNITY EDUCATION COUNCIL 3

Wed., Feb. 13, 2019

6:30 P.M. Business Meeting

7:00 PM Calendar Meeting

P.S. 241 - 240 W. 113th St.

Business Meeting Minutes

(Approved at the March 6, 2019 Business meeting by all Council member present)

Business Meeting

❖ **Call to Order 6:40PM**

❖ **Roll Call of Members** Kristen Berger, Genisha Metcalf, Jean Moreland, Dennis Morgan, Sharmilee Ramudit, Deirdre Garrett- Scott, Kim Watkins

Late: Lucas Liu 6:45P

Excused Absence: Daniel Katz, Mike McCarthy

DOE Staff: Ilene Altschul, D3 Superintendent

❖ **Approval of Minutes**

1. Jan. 9, 2019 Business Meeting Minutes were approved by all council members present.

❖ **Old Business**

1. C4E Update, Rosemary Tafaro, Deputy Director, Finance, MFSC. Ms. Tafaro and Council discussed the Fair Student Funding (FSF) budget and how it is allocated to schools in a follow-up discussion to the C4E presentation of Jan. 23, 2019 given to CEC3. FSF is based on the number of students in the school and their needs and the calculation is based on a citywide average. Grade weights goes up from elementary to middle school and lowers at high school. FSF is the most flexible allocation and can be adjusted depending on what a child's needs are but academic intervention rates cannot be adjusted, they cannot be changed.

A principal is required to give a Galaxy printout of the school's funding allocations to parents upon request.

Parents can question school scheduling of funds (funds that are ear-marked for something): Funds are allocated to a school from Central Office. Funds are then scheduled at school. Funds are then 'used.' Supt. Altschul said that schools know what an allowable purchase is.

Parents can look up the 'School Allocation Memoranda' and see what every allocation is supposed to be for and how it was allocated.

Ms. Tafaro will send a link of where to look things up.

❖ **New Business**

1. D3 Middle School Tours Assessment, Sophia Joseph, CEC3 Fordham University Intern. Ms. Joseph toured 5 D3 middle schools, PS/IS191Riverside School for Makers and Artists, WESS, MS 256 Lafayette Academy, MS 415 Wadleigh and PS/IS149 Sojourner Truth to assess how they conducted tours using a 5 tier criterion
 - i. Registration – schools that required registration seemed more prepared and felt that all schools offering tours should have registration so they can track attendance.

- ii. Friendly Email Reminders – Does the school send them? They are helpful for attendance.
 - iii. Classroom Observation – Watching teachers and students interact was an added weight in choosing a middle school. Very helpful.
 - iv. Handouts – Some schools provided handouts and had visual presentations. Not all schools did; handouts helped to highlight a school and made it easier to recall what was liked.
 - v. Principal or Assistant Principal Presence at tour – Was impactful. Council questioned Ms. Joseph on which methods she recommended and why.
2. Motion to Modify CEC3 FY '19 Mid-Year Budget.
The FY'19 CEC3 mid-year budget modification was presented by the CEC3 Treasurer. Last year CEC3 spent \$5000 on printed materials for D3 schools that were “enrollment challenged.” For the FY'19 CEC3 Budget Modification, \$5000 would be moved from Member Reimbursement to new, non-pcard supply line for printing and \$218 would be moved from Childcare line (\$200) and Copier line (\$18) to new, non-pcard supply line for general supplies.
- i. CEC3 President called the motion to modify the FY'19 CEC3 budget.
 - ii. The motion was seconded
 - iii. All in favor of the FY'19 mid-year budget modification (8)
 - iv. The motion passed unanimously by all council in attendance (8)

❖ **Adjournment of Business Meeting 7:55PM**