

Community School District 3 District Leadership Team Minutes
Wednesday, April 18, 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 Chiluita; CSD3 CSA Representative, Charles DeBerry; CSD3 UFT Representative, Elizabeth Espert; CSD3 DC 37 Representative, Andre Bullock; CSD3 Presidents' Council President, Kerri Keiger; CSD3 Title I Representative, Jimmie Brown; Manhattan High School Representative, Susan Crowson; CEC3 Chair, Kim Watkins; CSD3 Manhattan Field Support Liaison, Matthew Angell; CSD3 Teacher Development Coach, Russ Gonzales; CSD3 Family Support Coordinator, Tracy McClaire; Affinity High School Family Leadership Coordinator, Alain Berrouet; NYCDOE Senior School Improvement Liaison, Tami Sturm and CSD3 Family Leadership Coordinator, DJ Sheppard. Guest Presenters: Enrollment Director for Strategy and Policy, Juliet Kaye; Student Enrollment Analyst, Elizabeth Park. Observer: PS/IS 76 Title I Chair, Christine Boston.

Meeting called 9:15A.

Introduction of guest presenters from Enrollment Office.

Approval of January and February meeting minutes. No minutes from March as meeting was cancelled due to weather and school closing.

No additions to the agenda.

Superintendent Report by Ilene Altschul:

- Middle School Admissions Presentation and Discussion by Juliet Kaye and Superintendent Altschul -
 - Superintendent's letter went out requesting feedback on the middle school admissions proposal. The proposal is to have every CSD3 middle school offer a minimum of 10% of seats to students with an average 4th grade test score of level 1 and 15% of students with average of level 2. The idea is to increase academic diversity across all schools. The email address is d3feedback@gmail.com. We are forwarding all comments to CEC3 Middle School Committee Chair, Kristen Berger. A FAQ of questions and answers will be prepared. Information will be shared at this evening's CEC3 meeting and at CEC3 middle school subcommittee meeting tomorrow. Both meetings are at 6:30P. Noted that either the Superintendent or Manhattan Field Support Liaison, Matt Angell, will attend CEC3 MS subcommittee meetings.
 - Decision regarding the proposal will be made by June 5th as that is when the district's middle school articulation presentation to 4th grade parents is scheduled.
 - Noted that local elected officials have been briefed about the desegregation middle school admissions proposal.
 - In CSD 1 there is a pilot admission policy where all 16 schools set a Title I, socio-economic target.
 - Work began on how best to diversify the CSD3 middle school admission process a year and a half ago. Discussions between the Superintendent and middle school principals began with looking at socio-economic targets, however principals did not support the idea.
 - Data shows that 84% of CSD3 students who score at level 1 or 2 are Black or Latino. By considering academic floors in middle school offers, it is believed that greater diversity will gradually occur in all middle schools.
 - Also noted that 40% of students scoring at level 1 receive one of their top 3 middle school choices listed on their application, while 84% of students scoring level 4 get into one of their top 3 middle school choices.
 - The academic diversity idea was crafted after many discussions with principals.
 - Noted that there will be blind ranking and parents will rank their choices for their children on the application, however principals will not see where the school was ranked by families.
 - A simulation using the proposed academic priorities and last year's middle school offers was distributed and discussed.

- Once middle school offers and appeal are completed, then the over the counter admissions process begins. At this point seats will be assigned based upon availability. There will be no screening or use of school admissions criteria. (Which is what currently occurs)
- Middle schools will need to be strategic in changing their admissions rubrics to accommodate all student who rank the school can be considered for admissions.
- There are no waitlists for middle schools, enrollment assigns seats after all appeals have been processed.
- Currently Districts 1, 2 and 3 are the only districts that do not have blind middle school application process – where the middle school cannot see where the family ranked the school. District 2 is having similar discussions on integration, however our district is further along in the process. High school admission is blind admissions citywide.
- Noted that students scoring level 1 and 2 receive additional Academic Intervention Service (AIS) funds
- The district currently has a special needs middle school admissions policy. All middle schools must admit at least 19% of incoming students who require special needs services. The students scoring level 1 and 2 and students with special needs percentages may overlap, i.e. one student may have both designations.
- Concern raised that some parents only put 1 or 2 schools on the application. Noted that guidance counselors push back and request parents list more choices. With blind ranking it is advantageous to list more choices.
- CSD3 Presidents' Council agrees with the proposal. Members believe this is a good step to make schools more diverse and ensure a greater equity in access.
- Middle school principals desire to implement the academic diversity plan. They are apprehensive about blind ranking as this will increase the number of applications to review but feel that with blind ranking additional targets are needed.
- Noted that majority of feedback received to date are from 2 schools.
- Looking to put together an FAQ so parents have more information before giving feedback.
- Our new Chancellor, Richard Carranza will be visiting Manhattan Schools on April 27th. While no district 3 schools are involved our district staff has been invited to meet with him at 3:00P. Parent leaders selected by Presidents' Council will meet with him at 5:30p. Title I parent leadership will be in attendance.
- Principal Leadership Facilitator and Superintendent have completed 67 PPOs. Four schools need to have their 2nd visit. Several schools will receive 3 to 4 visits this year.
- Middle school matches/offers went out last week. District 3 made 1,568 offers this year compared to 1,490 last year. The district has more seats than offers this year.
- Kindergarten offers have also been made. Some schools have small waitlists that will easily be cleared. PS 87 has the largest waitlist with 33 zoned families waiting. PS 452 is the overflow site for PS 87. PS 199 has 20 families and PS 191 is the overflow site for that school. PS 9 has 25 on the zoned waitlist with PS 84 as the overflow site for that community. Noted that we still have 100 district 3 G&T seats to be offered. This will reduce the waitlists. G&T offers will go out end of May.
- School survey period was extended to April 20th.
- Wadleigh truncation proposal will be voted on by Panel for Educational Policy (PEP) on April 25th.
- There is a Memorandum of Agreement for the consolidation of PS 185 and PS 208 with UFT. The schools are creating a consolidation team and a consultation team with UFT, Professional Development team, MOSL team, and a parent group for setting up family events and bringing the communities together.
- PS/MS 165 middle school truncation- all current 6th and 7th grade students have submitted their application to transfer to another middle school for September 2018. The matches will be announced in early June.
- The second annual Harlem Summit was held on Saturday, April 14. This CEC3 event began with a panel and then attendees went to a breakout sessions. Congrats to Kim Watkins, Genisha Metcalf, Dennis Morgan for a great event.

- New York State English Language Arts Testing occurred last week. Noted that 7th grade second day test was very long. Principals reported that majority of students needed the entire day to complete. Noted that this year a new testing company is being used. Teachers began scoring the ELA tests yesterday.
- The My Brother's Keeper forum was hosted by Manhattan Borough President, Gale Brewer. New York State Regent, Lester Young and Ed Fergus were presenters. CSD4 was the site host. Breakout session facilitators helped participants craft how to achieve their diversity goals.
- Thank you to Kerri Keiger and Presidents' Council for Science Fair support. This was a great success and gets bigger every year.
- Summer school sites will be PS 163 for elementary schools located below 110 Street; MS 54 for middle school located below 110 Street and PS/IS 76 for all schools located above 110th Street.

High School Superintendent Report by Karla Chiluiza:

- District 3 High School Highlights document was handed out.
- Global Learning parents and students raised \$970.00 to help fund their trip to India. Students visited an NGO while in India. Global Learning is also participating in Exemplary Advanced Placement (AP) Courses For All. Next year this school will offer 8 AP courses.
- Manhattan Hunter Science High School is participating in a Solar Construct Project and is also currently selecting a hydroponic lab vendor.

High School Presidents' Council Report by Susan Crowson:

- CPAC has started a high school special education task force as it has been noted that there are many concerns with special education services provided to high school students.

CSD3 Presidents' Council Report by Kerri Keiger and Jimmie Brown:

- CPAC members were reminded that next year is another CEC election cycle.
- Executive board election dates should be given to principals by April 1st.
- Summer in the City STEM programs will be offered again this summer for students in grades 2-8.

DCEP facilitated by Tami Sturm:

- An SLT member professional development session that addresses writing the 2018-19 Comprehensive Education Plan that is compliant with the federal Every Student Succeeds Act (ESSA) will be held on Tuesday, May 8 at PS 145. All SLT members are invited with mandatory members encouraged to attend.
- On April 9th the i-plan portal switched to 2018-19 plans. Noted there will be a work space on the portal to assist with SLT agendas.
- A copy of a CEP snapshot was given to members.
- The 2017-18 CEPs have been certified.
- The progress monitoring worksheet and discussion was tabled to the May meeting due to time constraints.

Support for School Leadership Teams:

- Jimmie Brown visited MS 54 and noted that the team was well organized with active subcommittees. Selection criteria for 2019-20 was discussed.

Safety: No concerns reported.

Next DLT Meeting - Wednesday, May 16, 2018

Adjournment at 11:15A

Minutes submitted by DJ Sheppard