

Draft Community School District 3 District Leadership Team Minutes
Monday, January 28, 2019 1:00pm - 3:00pm
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; CSA Representative, Brian Zager; CSD3 UFT Representative, Elizabeth Espert; DC 37 Representative, Adrianer Coleman; CSD3 Title I Parent Advisory Council Chair, Jimmie Brown; CEC3 Chair, Kim Watkins; CSD3 Field Support Coordinator, Matthew Angell; CSD3 Family Support Coordinator, Tracy McClaire; NYCDOE Senior School Improvement Liaison, Tami Sturm and CSD3 Family Leadership Coordinator, DJ Sheppard

Meeting called 1:00pm

December 2018 minutes approved.

Adding Facilities to the agenda.

Superintendent Report by Ilene Altschul:

- Congratulations to Scott Parker and PS 452 for being recognized and honored as a Blackboard Award School.
- Meeting with First Deputy Chancellor Cheryl Watson Harris and Executive Superintendent Marisol Rosales on Wednesday, January 16th. The day started with a gathering of CEC Presidents and Superintendents from Manhattan to learn about issues from each community. The First Deputy Chancellor and Executive Superintendent were very impressed with the collaborations between the Superintendents and the CECs. ES Rosales shared the Chancellor's goals and her goals. One initiative is that through a collaborative effort with the Manhattan Borough Office and the District Office we are conducting Instructional Rounds at two schools – 03M076 and 03M149 around the schools' problem of practice. Then met with the Chancellor to share the work we have been doing within each district. FDC and ES visited West Prep where Principal Carland Washington shared his success with the MSQI program and the focus this year in developing a similar program to support his students in mathematics. There is a strategic math period for additional support and the 8th graders are in an additional Regents course.
- The Legislative Breakfast was a success. Thank you to CEC, Presidents' Council and my District Team.
- Interest in the Italian Dual Language Program at PS 242 has increased with 54 families ranking the program on their Kindergarten application.
- The pre-K application process will open in early February, and the deadline for families to submit their application is March 15.
- The Deputy Superintendent and I have completed 33 PPO school visits.
- Upcoming events –
 - Just for Fun Spelling Bee is on February 9th at PS 185.
 - Parent Testing Seminar is on February 28th at JOA.
 - Science Expo is on March 9th at Urban Assembly for Green Careers High School.
 - A school budget training for SLT members will be held on March 12th facilitated by the UFT.
- ESSA update. 03M076 has been designated a Comprehensive Support and Improvement School. A review was conducted by the NY State Integrated Intervention Team (IIT).
 - This designation is based on the performance of all students in the school on the 2017-2018 State Tests.
 - The designation lasts for 3 years.
 - There are up to 5 ways that in which an elementary/middle school can be identified as a CSI School, all of which look at performance, short term growth (1 year) along with other issues such as long term growth and absenteeism.
 - For PS 76, it ended up on the list for poor student performance in ELA and Math, high chronic absenteeism, and poor long term student growth (All Level 1 out of 4). In short term growth the school was ranked at a level 2 (out of 4). This means that there was better growth for students when comparing the 2018 test to the 2017 test. However over a longer period the student progress is not as great. In addition, the school has a high number of students who miss more than 10% of instructional time. Overall, performance of all students on the 2018 State Tests ranked in the bottom 5% of all schools in the State.
 - Discussion of parent perception of new designation – noted that current parents love the school.

- As a Result:
 - The School will undergo a Comprehensive Diagnostic Needs Assessment, which is happening now. This will help develop an annual plan. There will be professional development connected to the plan and an annual review will occur. There will be surveys of parents, teachers, and students to get feedback on the plan.
 - The school may be eligible for supplemental allocations of resources from NY State, however this is not guaranteed.
 - Target Support and Improvement Schools - we have no schools currently identified as TSI schools, but this designation is based on poor performance of a subgroup.
- The NY State Integration Pilot Grant phase one will end on January 31st. CSD3 is applying for phase two. Deadline is February 12th. Phase two is for \$130,000.
- CSD3 Equity Team worked with Eddie Fergus. With him and the OEA, we are analyzing the behavioral referral data from PS 163 and Mott Hall II. PS 452 is looking at the disproportionately in their math achievement and PS 87 are analyzing the referrals for students in need of interventions.
- Equity seminars – Implicit Bias Awareness – will be offered to 4 parents from each school. These will be facilitated by the Center for Racial Justice in Education. Dates:
 - January 29th 9:00 am – 11:30 am at Lafayette Academy and 6:00 pm – 8:30 pm at Community Action
 - January 30th 9:00am – 11:30 am at PS 242 and 6:00 – 8:30 pm at PS/IS 149.
- Our second Harlem Stakeholder meeting was held on January 9th. Continuing the dialog on increasing enrollment. Noted that there is too much classroom capacity in the area. Need to improve marketing. Next meeting is March 1st.
- PS 145 principal, Natalia Russo, is out on leave until February 15th.
- On Friday, January 18th a bank robbery occurred across the street from PS/IS 149. This reiterates the need for the school to have exterior cameras.

High School Superintendent's Report by Karla Chiluita:

- The mid-year School Instruction Action Plan (SIAP) are due for all high schools. This support is data specific and is provided to principals, assistant principals and parent coordinators.
- Equity teams in high schools are charged with writing three specific goals.
- Student leaders in grades 10 & 11 have been asked to gather survey questions aligned with their school's equity goals.
- Today was early graduation for many Global Learning Collaborative seniors.
- Spring term begins for high schools tomorrow.

Presidents' Council Report by Jimmie Brown:

- Friday, January 18th meeting was our annual mid-year review.
- We have had two diversity committee meetings this school year.
- Tonight is our fundraising and grant writing seminar with City Councilmember, Helen Rosenthal's chief of staff and City Councilmember Mark Levine slated to present.
- At the Title I District 3 Parent Advisory Council meeting we handed out a copy of each Title I school's CEP to emphasize the importance of knowing this document's contents. We also discussed the new compliance mandate – that every Title I school have a Parent Advisory Council. These Councils must be in place by end of this school year.

DCEP Discussion Facilitated by Tami Sturm:

- The team was asked to give feedback on the current CEP format/template used by NYC public schools. A URL to complete a survey was given out and Ms. Sturm made notes on the many ideas given by the team.

Support for School Leadership Teams:

- Budget professional development for SLT members will be held on March 12 at PS 163. Thank you to UFT for facilitating.
- Reminder to revisit goals and action plans at all team meetings for progress monitoring.

Safety:

- Concerns about water leak from roof at PS 166 which was reported today.
- Concerns were raised about a gas leak and boiler at PS 145 but it was addressed.

Next DLT Meeting will be Thursday, February 14, 2019

Adjournment 3:00PM

Minutes submitted by DJ Sheppard

