

Community School District 3 District Leadership Team Minutes

Thursday, December 13, 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; CSA Representative, Charles DeBerry; CSD3 UFT Representative, Elizabeth Espert; DC 37 Representative, Adrianer Coleman; CSD3 Presidents' Council President, Kerri Keiger; Manhattan HS Presidents' Council Designee, Iris Vega-Ortiz; CEC3 Chair, Kim Watkins; CSD3 Principal Leadership Facilitator, Cynthia Dickman; CSD3 Teacher Development Coach, Russell Gonzales; CSD3 Family Support Coordinator, Tracy McClaire; NYCDOE Senior School Improvement Liaison, Tami Sturm and CSD3 Family Leadership Coordinator, DJ Sheppard

Meeting called 9:10 am.

Welcome to Ms. Vega-Ortiz representing Manhattan Presidents' Council.

September, October and November 2018 minutes approved.

Nothing to add to agenda.

Superintendent Report by Ilene Altschul:

- Happy Birthday to Elizabeth Espert.
- Yesterday ZEN owned by Zappos provided an afternoon of activities for all PS/IS 76 students from 12:30 - 2:30 pm. Marco from Wendy Williams Show and radio personality from local 97.1 radio entertained the students. Every student received a new pair of sneakers.
- 300 HBO staff members came to PS/IS 149 and provided students with holiday party and gifts.
- January 9th will be the next Harlem Stakeholders meeting.
- Harlem El Barrio will be hosting a marketing, PR workshop on December 18 for each of our 6 Harlem schools. Two staff members are to attend. Additional marketing supporting for M242, M185, M076 including materials and signage displayed at the Family Welcome Enrollment Office. A parent and community member education survey has been sent out at all six schools. The deadline was today, but has been extended.
- Middle and High School applications are due tomorrow – December 14.
- Superintendent attended PS 242 and PS 149 PTA meetings yesterday. She will attend the next PS 241 PTA, PS 180 SLT, PS 76 PTA and PS 185 PTA meetings in December.
- State Integration Pilot Project fund allocation:
 - Seminars for three parents from each school. Seminar will be facilitated by Center of Racial Justice in Education. All sessions will be held in January.
 - Purchase of library materials for all schools including eight copies of "Talk about Race" which parent coordinators will give to parent leaders.
- Through the Office of Equity and Access we are working to schedule more dates for Implicit Bias training. January 9th PD will be for Parent Coordinators and an additional staff member from each school. Also January 17th for Assistant Principals and additional staff.
- Superintendent and her Deputy have completed 24 PPO school visits.
- Upcoming events: Spelling Bee- February 9; Parent Testing Seminar - February 28; Science Expo - March 9; Budget training for SLT teams - March 12 facilitated by Michael Sill of UFT. Thank you to Liz Espert for suggesting and confirming Mr. Sill's presentation.
- DLT bylaws were reviewed, approved and signed.

High School Superintendent's Report by Karla Chiluiza:

- MS 54 PTA held a meeting on December 11 discussing the proposed changes to the SHSAT admissions process. Meeting was well attended. Three panel members: Kim Watkins, CEC3 President; Patrick Joseph, Manhattan Borough President Education Policy Analyst and David Lee, The Asian Coalition. Ms. Watkins reiterated the concern that District 2 has a priority high school that many District 3 students would like to attend. Current proposal will reduce the number of District 3 students admitted to specialized high schools. Reduction from 250 admissions to 95. Discussion of having a District 3 high school event for D3 parents.
- This Friday December 14th two students from all high schools will attend an event at Jazz at Lincoln Center. These male students serve as peer leaders in the Equity initiative.

- All Global Learning Collaborative (GLC) update:
 - Students are participating in an Hour of Coding initiative. They worked with 3rd graders from Success Academy, also housed in the Brandeis campus.
 - AP Computer Science and 11 additional AP courses are available at GLC.
 - School awarded a grant through AP for All, which models college academic life. This allows teachers to have office hours open for students.
 - The annual GLC winter concert will feature dances from around the world.

Presidents' Council Report by Kerri Keiger:

- Sixteen schools attended the November 30 meeting at PS/IS 76. Presentation on afterschool options around the district.
- Superintendent reiterated request for Presidents' Council to support Harlem PTA Presidents with getting community/businesses involved in their associations and schools.
- December meeting was cancelled due to too many conflicts. Next meeting will be January 18 and cover a mid-year review of responsibilities.
- April 15th will be the CEC3 Candidate Forum at PS/IS 76. Thank you Principal DeBerry for hosting.
- Tuesday, January 15th is the next District 3 Parent Advisory Council meeting.

DCEP Discussion Facilitated by Tami Sturm:

- Draft 2018 District 3 Comprehensive Education Plan (DCEP) discussion. Team updated five framework elements goals rigorous instruction; support environment, collaborative teaching, effective school leaders, strong family and community ties and high school graduation rates. Noted that this District Parent Involvement Policy wording has been updated to conform to Federal Department of Education Every Student Succeeds Act (ESSA). Members were asked to sign the document acknowledging receipt.
- Every NYC Title I school must establish a Parent Advisory Council as per ESSA. The PAC is separate from PA/PTA. Our District 3 Parent Advisory Council and the District FLC will work with all D3 Title I schools to ensure this Federal family engagement mandate is met by close of this school year.

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:

- Safety agent discussion – the number of agents assigned to our elementary schools and coverage of lunch and breaks.
- Nursing shortage noted in many CSD3 schools. This is a citywide concern.

New Business:

- Kim Watkins learned that KIPP Charter is planning to open a stand-alone middle school in CSD3. Handed out a letter sent to parents of children attending KIPP. Outreach occurring in libraries throughout the district. CEC3 will hold an emergency Charter Committee meeting on Monday, December 17.

Next DLT Meeting will be Thursday, January 24, 2019

Adjournment 10:50A

Minutes submitted by DJ Sheppard