

## **Community School District 3 District Leadership Team Minutes**

**Thursday, November 29, 2018 9:00am - 11:00am**

**Joan of Arc Complex: 154 West 93rd Street, NY, NY 10025 Room 204**

Attendees: CSD3 Superintendent, Ilene Altschul; CSA Representative, Charles DeBerry; CSD3 UFT Representative, Elizabeth Espert; CSD3 Presidents' Council Title I Representative, Jimmie Brown; CEC3 Chair, Kim Watkins; CSD3 Principal Leadership Facilitator, Cynthia Dickman; CSD3 Manhattan Field Support Liaison, Matthew Angell; CSD3 Teacher Development Coach, Russell Gonzales; CSD3 Family Support Coordinator, Tracy McClaire; NYCDOE Senior School Improvement Liaison, Tami Sturm; Manhattan High Schools Family Support Coordinator, William Mark; CSD3 Family Leadership Coordinator, DJ Sheppard and guest speakers from Goddard Riverside Youth Programs, Susan Matloff-Nieves and Steven Portericker.

Meeting called 9:10 am.

Welcome to Susan Matloff-Nieves and Steven Portericker from Goddard Riverside Youth Services

September and October 2018 minutes tabled due to lack of quorum

Nothing to add to agenda.

### **Superintendent Report by Ilene Altschul:**

- Tracy McClaire has returned – Welcome Back!
- Join me in welcoming George Georgilakis as the Interim Acting Principal at M075. George Georgilakis has been with the Department of Education since 1999 and has held many positions including teacher, Mathematics Instructional Coach, Director of Instruction, Senior Director of Professional Learning with the Department of STEM and most recently Assistant Principal at The Fairview School in Queens.
- Full-time Students in Temporary Housing Coordinators will be hired for M076 and M145. This is as a result of Chancellor Carranza's initiative to increase supports to schools identified as having high numbers of students living in temporary housing, including students living in shelters and doubled-up accommodations.
- Second Harlem Stakeholder meeting was held yesterday at PS 242. Discussed steps that have been taken since October 5<sup>th</sup> meeting -- social media, Participatory budgeting, reviewed data of G and T students in K- 29 students 29% are zoned for Harlem schools. Next meeting is on January 9<sup>th</sup> at 10:00 a.m. Harlem El Barrio Education Partnership is hosting a marketing, PR workshop on December 18<sup>th</sup> each of the 6 Harlem schools are invited. Additional supports for M242, M185, M076 include materials and signage that will be displayed at the 125<sup>th</sup> Street Family Welcome Center.
- State Integration Planning Grant Update -
  - Family Night was a success with 300 people attending. All children got D3 backpacks. Thank you to Genisha Metcalf, Cidalia Costa, Presidents' Council and CEC members, Carland Washington, Marlon Lowe, Charles DeBerry and DJ Sheppard.
  - Working on our Strategic Plan so that we will be invited to apply for Phase 2. Matt Gonzalez from Appleseed joined our meeting and engaged in discussion around potential next steps and increasing community engagement.
  - Looking to utilize funding for parent workshops on Implicit Bias, Race and Equity work. Center for Racial Justice, formerly known as Border Crossers, will provide facilitators.
- Diversity and Equity Initiative -
  - Principals attended Implicit Bias training with Bryan Marks – this was funded by the MFSC.
  - Held Implicit Bias training for approximately 300 staff members from D3 schools. Training was conducted by Shannon from Office of Access and Equity.
  - Assistant Principals and Parent Coordinators will also receive this PD.
  - Office of Equity and Access has arranged for Dr. Fergus, to work with our District Equity team on January 30<sup>th</sup> and May 17<sup>th</sup>. There will be 2 incubation schools - M163 and M862. Also M087 and M452 have volunteered to participate in school level disparity analyses.
- Our Teacher Tenure and 25 years of service celebration was held on Tuesday November 17<sup>th</sup> at M076. Thank you Elizabeth Espert for lovely food and decoration. Thanks to Principal DeBerry for hosting and to Violet Guillet for quick assist.
- Superintendent and her Deputy have completed 17 PPO school visits.

- Facilities is working with SCA to address the concerns at M165/Mott Hall II. Previously Deputy Chancellor Karin Goldmark has visited. On Tuesday, November 27<sup>th</sup> there was a meeting with MFSC, SCA and Facilities to ensure a plan of action, both short and long term. UFT and PTA were present. Moving forward there will be a meeting every two weeks. Request that CEC3 liaison also be invited. Noted that parents who tour Mott Hall II are appalled at the condition of some of that school's space. Safety and health concerns. Superintendent is going tomorrow to visit and will assess.
- M163 has been approved to convert one GE PreK to a DL Spanish PreK for 2019-2020.
- M242 has been approved to add the additional DL Italian PreK for 2019-2020.
- West Prep will be offering the ASD Nest program for Middle School starting next year.
- Team bylaws ratification postponed due to lack of quorum.
- Presentation by Goddard Riverside (GR) Directors:
  - Team members participated in an exercise – finding strengths and weaknesses.
  - History of GR which was established in 1959. Power point shows geographic areas that are supported. Annual budget is currently \$28M. There are 400 employees.
  - Discussion of various youth programs and supports. Noted number of early childhood centers; elementary and middle school afterschool programs, college application (Options) program and Learn to Work initiative at West Side High School.

#### **High School Superintendent's Report by William Mark:**

- Principal Chiluiza sends her regrets.
- Manhattan and District 3 high school newsletters were handed out and will be sent electronically.
- Noted that M054 is holding a parent meeting on December 11<sup>th</sup> to discuss proposed changes to the high school admissions process.

#### **Presidents' Council Report by Jimmie Brown:**

- Next meeting is tomorrow 11/30 at 9:30am at M076. Topic is afterschool program supports.
- Thank you to Superintendent for obtaining a local area for M076 football team to practice
- Superintendent asked if Presidents' Council can support Harlem PTA President's in marketing their schools and in increasing community involvement.
- Noted that Superintendent will be attending either PTA or SLT December meetings in Harlem schools.

#### **DCEP Discussion Facilitated by Tami Sturm:**

- Comparison test data presented -- D3, city and statewide grades 3-8 ELA and math test results for 2016, 2017 and 2018. Information includes subgroups – ethnic, socio-economic, students with disabilities. High school graduation rates and type of diploma included. Noted that 8<sup>th</sup> grade math scores are lower as many higher performing 8<sup>th</sup> grade students so not take the state math exam as they take the Algebra Regents.
- Discussion of draft 2018-19 DCEP goals. Capturing strengths and needs. Looking at D3 survey results which indicate a higher sense of trust and higher principal ratings. Noted areas of focus are black and Latino subgroup results for both ELA and math.

#### **Support for School Leadership Teams:**

- Discussion of holding PD for SLT members on school budgets. Ms. Espert volunteered to learn if UFT director, Michael Sill, can present.
- Noted the April 13, 2019 CEP Conference date.

#### **Safety:**

- Concern about M166 safety agent coverage – lunch, absent. Noted M087 and M166 are two schools that have one safety agent. Superintendent will follow up.
- What school staff enters information into the DOE On-line Occurrence Reporting System (OORS)? Answer – usually principals designate the assistant principal or guidance counselors.

Next DLT Meeting will be Thursday, December 13, 2018

Adjournment 10:55A

Minutes submitted by DJ Sheppard