

**Community School District 3 District Leadership Team Minutes**  
**Thursday, October 11, 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; CSD3 CSA Representative, Charles DeBerry; CSD3 Presidents' Council President, Kerri Keiger; CSD3 Principal Leadership Facilitator, Cynthia Dickman; CSD3 Teacher Development Coach, Russell Gonzales; NYCDOE Senior School Improvement Liaison, Tami Sturm; Manhattan High Schools Family Support Coordinator, William Mark and CSD3 Family Leadership Coordinator, DJ Sheppard.

Meeting called 9:10 am.

Welcome  
 September 2018 minutes tabled due to lack of quorum.  
 Nothing to add to agenda.

**Superintendent Report by Ilene Altschul:**

- Currently interviewing for Interim Acting Principal at M075. Principal O'Brien retired as of Oct. 5<sup>th</sup>.
- First Harlem Stakeholders meeting was held October 5<sup>th</sup> at PS/IS 180. Second meeting will be held November 28<sup>th</sup> at 10:30 a.m. and PS 242.
  - Data requested on where G&T students live. Are G&T students being pulled from Harlem schools?
  - Proposed that DOE purchase a Vanguard list of Pre-K age students and pay for mailing to families.
  - Discussion of standalone middle school in Harlem. Ramifications on K-8 Harlem schools. Is a standalone MS sustainable? No proposals on table for 2019-2020.
  - Kept the number of central DOE staff down at request of members. Noted that this group is under the D3 Superintendent, with the purpose of understanding concerns and hearing from Harlem community members.
  - Superintendent will attend PTA meetings at all CSD3 Harlem schools. To date, she attended meetings at PS/IS 180, PS 242 and PS 185.
- On October 25<sup>th</sup> and 26<sup>th</sup> are the last day conference days with the State for phase 1 of the process.
- A D3 equity committee has been formed. Diversity and Equity Committees are to be formed at every school by end of October. The committee is to consist of the principal and at least two other team members. Two schools will be lab sites.
- Family Fun Night will be held Friday, October 26<sup>th</sup> 5:00 to 8:00 p.m. at PS/IS 180. First 15 families from each school that registers and attends will receive a D3 backpack. Funding is from NY State Integration Grant and the D3 Integration team is implementing. Teachers will facilitate activities. Families may sign up for two activities. Dinner served.
- District 3 Middle School Fair is tomorrow, October 11<sup>th</sup> at PS 242.
- The Manhattan Elementary Admissions Seminar will be held on October 22<sup>nd</sup> at PS 75.
- District 3 and citywide test score results were reviewed. Overall percentages are below.

	2016 District	2016 City	2017 District	2017 City	2018 District	2018 City	Progress District	Progress City
ELA	41.7	26.4	60.3	40.6	67.0	46.7	+25.3	+20.3
Math	42.8	29.6	54.2	37.8	60.0	42.7	+17.2	+13.1

District progress ELA +6.7%                      City progress ELA +6.1%  
 District Math progress +5.8%                      City progress Math +4.9%  
 Majority of 8<sup>th</sup> graders that take Regents Algebra do not take 8<sup>th</sup> grade NYS Math therefore, the percent of 8<sup>th</sup> graders passing low.  
 Noted we are not making gains with our Hispanic and Black populations.

- DLT bylaws were discussed with changes made to allow additional members at large which will include District 3 staff. Also add parent member of ELL and Special Needs as members at large.

- Community Based Organization, Goddard Riverside will be making a short presentation at the November DLT meeting.

### **High School Superintendent's Report by Karla Chiluiza:**

- High Schools have focus on equity. Principals, Assistant Principals, Data Specialists, Parent Coordinators and student leaders are participating in PD on this topic.
- Each school has an Equity Team that meets regularly to monitor the school's equity goals as outlined in each school's School Instructional Action Plan (SIAP).
- Superintendent has focused on academics of black and Latino male students. There will be a black and Latino male task force as part of Manhattan High School Presidents' Council.
- Global Learning Collaborative has reduced accumulated subject credit gaps. Also noted a reduction in suspension credited to school culture and climate initiatives.

### **Presidents' Council Report by Kerri Keiger:**

- First general meeting was held on Friday, September 28<sup>th</sup> with 17 PA/PTA schools represented. Noted that there are a few schools that regularly are not represented at meetings. Co-President, Jessie Nieves, will reach out to those schools to learn how President's Council can be meet their needs.
- Next meeting is the joint meeting with CEC3 on Wednesday, October 24<sup>th</sup>.
- A parent leader workshop will be held on Friday, October 26. The topic will be on equity and inclusiveness in associations. Secretary, Emmaia Gelman, has made a survey to learn how school equity and inclusive teams are discussing their goals.
- The Council will be rotating where meetings are to be held.
- The Title I D3PAC will hold the October meeting on the 16<sup>th</sup> 9:30A in JOA. Noted that all Title I schools should have conducted their annual Title I parent meeting by October 31<sup>st</sup>

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

- 2018-19 Consolidated Application for ESSA drafts are online. This includes fiscal funding information. Noted that LEA is all of NYC, not just district 3. The on-line application primarily filled out by central DOE. Signature page is to be given to team members, which only acknowledges receipt of information. Noted that Title IV, part A is new ESSA information. This includes goals of delivering a well-rounded education; students to be college and career ready; providing a safe learning environment that includes mental health and appropriate special education needs supports.
- Draft 2018-19 District Comprehensive Improvement Plan (DCIP) goals and activities in now on I-plan portal. This document and funding information is for priority and focus schools supports
- District Comprehensive Education Plan (DCEP) 2018-19 data sheet was shared. This compares ELA and math district statistics to citywide stats and statewide stats. Information is from 2017 and 2018 tests. The 2018-19 DCEP was handed out to team members. Team members were asked to sign the document, which acknowledges that information was shared. Discussion of annual goals was discussed. Noted that these may be updated as the school year progresses. Most goals for this school year are the same as last school year.
- 2018 Comprehensive Education Plan Conference has been changed to Saturday, April 13, 2019.

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

- October 18<sup>th</sup> at 5:30pm will be our CSD3 SLT PD at PS 84
- Noted that all SLT members must complete 2 hours of PD in order to receive full remuneration.
- Citywide CEP conference will be held on Saturday, April 13, 2019 at Prospect Heights HS

**Safety:** Nothing reported

Next DLT Meeting will be Thursday, November 29, 2018

Adjournment 11:00A

Minutes submitted by DJ Sheppard