

Community School District 3 District Leadership Team Minutes
Wednesday, April 17, 2019 9:00A – 11:00A
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; DC37 Representative, Larry Davis; CSD3 Presidents' Council/D3PAC Chair, Jimmie Brown; Citywide High School Presidents' Council, Pamela Steward; CEC3 President, Kim Watkins; CSD3 Deputy Superintendent, Cynthia Dickman; NYCDOE Senior School Improvement Liaison, Tami Sturm; CSD3 Family Support Coordinator, Tracy McClaire and CSD3 Family Leadership Coordinator, DJ Sheppard

Meeting called 9:00A

Welcome to Larry Davis, representing DC37.

February minutes approved. March minutes approved as corrected.

Superintendent Report by Ilene Altschul:

- The second phase of NY State Integration grant has begun with PD being held on March 28 & 29 and June 13 & 14 in Albany. The award was \$130,000. The District 3 team was asked to identify a pilot to test in schools. Group chose to look at how students in school programs, such as G&T or dual language, integrate with general education students. PS 84 is our pilot school as it has Spanish and French dual language programs. PS 84 principal, Dr. Lolis, has joined the D3 implementation team. The group is to submit 2 assignments, which involves fleshing out a plan of action, discuss and make revisions.
- Monday, June 10th is the date of the District 3 Equity Conference. Funds from the State Integration grant will be used. Every school will be represented by the principal, the PA/PTA President, 2 additional staff and 2 additional parents. We are requesting that parents come from different subgroups - socio-economic, racial, school program. The conference will begin at 8:30A and end at 3:00P. Harcourt Brace will provide consultants for some of the breakout sessions. Anticipate the location to be Teacher's College. Attendees will sign up for 1 of 10 morning sessions. After lunch school teams will come together to draft equity goals for their school community.
- CEC3 will be holding a middle school model CEC in May and June. It will be held 3 Mondays in May and June 3rd at 4:30P here in JOA. Two teachers will lead the students. Participating students will discuss student concerns and write a resolution requesting actions to be taken. The students will participate in the Equity Conference on Monday, June 10th.
- Implicit Bias Awareness PDs are continuing for the next 4-6 weeks. Sessions will be held during spring break. Teachers will get per-session.
- Superintendent and Deputy have completed 54 PPOs which is 90% completed.
- PS/IS 76 and PS/IS 149 have had field visits from Manhattan Field Support and District 3 educators participating in Instructional Rounds. At the end of this support cycle there has been progress made in areas of concern. We are continuing instructional rounds during principal monthly meeting as principals have indicated these are helpful. Principals are visiting classrooms and noting practices.
- We held a Harlem Stakeholders Meeting on April 16 at PS/IS 149. We are discussing various scenarios on schools. The next and last meeting will be June 17th at 9:30A.
- DJ Sheppard is retiring with her last day being May 31st.
- Our art fair will be held on May 29th and 30th at PS 163. We encourage all schools to participate by submitting visual art and scheduling performances.
- May 1st and 2nd are state math testing days.
- Middle school offers came out on Monday, April 15th. 92% of students received a school listed on their application. Enrollment tried to cluster students from an elementary school who were not matched to one middle school with the thought that they will have friends they know which will help with the transition.

- An analysis of middle school offers to lower socio-economic students was handed out. Some schools did not make the 25% requirement as not enough lower socio-economic students listed those schools on their application. The number of lower socio-economic students increased/decreased at many of our schools, which is what we hoped would occur. These schools will more than likely not have seats during the appeals process – MS 54; MS 245; MS 291; MS 333; and MS 862. Appeal deadline is Friday, May 10th.

High School Superintendent’s Report by Karla Chiluza:

- An equity survey will be conducted in all high schools. First to Black and Hispanic male students and then given to all students. The results of the subgroup will be compared with the results of the entire group of students.
- Two male students are to be on all high school equity teams.
- Peer-leader initiatives are beginning in schools. These will be more informal relationships between an adult and students, with the hope that students will go to their peer-leader for advice.
- High schools are planning a field day to begin the next school year.
- Instructional Rounds in addition to PPOs are continuing. Discussion of opportunity myths looking at grade level tasks and ensuring that student assignments reflect grade level tasks.
- Global Learning Collaborative students are going to Puerto Rico tomorrow to do community service. Rainforest preservation and housing construction will be part of the student’s experiences. Look for updates on the school website.
- A group of male students of color from D3 will be giving a presentation at the Panel on Education Policy (PEP) meeting. The topic is screened high schools.

High School President’s Council’s Report by Pamela Steward:

- At our last meeting a resolution was passed addressing concern that students are being questioned about in school disruptions with those students later being called into the local police precinct for questioning.
- Another resolution is being drafted regarding Mayoral Control stating the need for a public advocate member appointment, a comptroller member appointment and other parent members added to the panel.
- The council is planning a scholarship fair for Saturday, June 15 at Walton High School, located in the Bronx. This school was chosen as the Bronx has a high rate of lower socioeconomic families and high rate of students not completing college.
- There will be a Town Hall with the Chancellor on May 8th at 5:30P at Tweed.

DCEP Discussion Facilitated by Tami Sturm:

- Draft presentation on the new CEP structure was handed out with instructions to return. There is a change in the use of date, metrics, theories of action. Many options will be embedded into the template, allowing for a more customized plan.
- Team discussed changes listed in the presentation.
- The template is scheduled to be on the I-plan portal on April 30th.
- CSD3 PD on the new template will be Tuesday, May 14th 5:30P at PS 242.
- 2019-20 CEPs are due June 30th.

Presidents’ Council Report by Jimmie Brown:

- April 5th meeting addressed PA/PTA elections. 17 schools were represented.
- The 2019-21 CEC3 Candidate Forum was held Monday, April 15th. 18 candidates were present.
- A power point presentation from CPAC was handed out. This listed the Chancellor’s school climate priorities.
- At CPAC the Chancellor noted that some charter schools are not allowing DOE employees into their schools. Concern raised over IEP and special needs service delivery in charter schools. Also noted that charters in NYC must follow blue book discipline policies. Also our public schools should not be allowed to sell student address information to charter networks.

Support for School Leadership Teams:

- Bylaws will need to be updated to reflect that teams must meet in a handicapped accessible room.

- Tuesday, May 14th is our D3 PD on the new CEP format.

Safety/Facilities:

- D3 Facilities meeting will be held on Monday, April 29th. An updated timeline of project completion will be shared.
- PS 145 boiler is to be removed by end of April.

Next DLT Meeting will be Wednesday, May 15, 2019

Adjournment 10:50A

Minutes submitted by DJ Sheppard