

**Citywide Council on Special Education**  
**Wednesday, September 20, 2023**  
**Annual-Special-Calendar Meeting Minutes**

**Call to Order**

The Annual Meeting was called to order by Co-President Sanayi Beckles Canton at 6:21 pm.

**Roll Call**

Diana Abrams	Present
Muhammad Alam	Excused
Francine Almash	Present
Sanayi Beckles Canton	Present
Carolyn Castro	Present
Heather Dailey	Present
Tamaira Reid	Present
Maggie Sanchez	Present

A quorum was present.

Interpreters introduced themselves.

Francine Almash was appointed Timekeeper.

Carolyn Castro was appointed as Chair Pro-Tem

**Election of Officers**

**Office of Co-President**

Heather Dailey nominated the slate of Francine Almash and Dr. Sanayi Beckles Canton as Co-Presidents. Nominations were closed and a roll call Vote was taken. The slate received seven votes (unanimous – majority +) and was elected as CCSE Co-Presidents.

Chair Pro-Tem Carolyn Castro stepped down as Chair and turned over the election process to Co-President Francine Almash.

### **Office of 1<sup>st</sup> Vice President**

Diana Abrams nominated Carolyn Castro as 1<sup>st</sup> Vice President. Nominations were closed and a roll call vote was taken. Carolyn Castro received seven votes (unanimous – majority +) and was elected as CCSE 1st Vice President.

### **Office of 2<sup>nd</sup> Vice President**

Carolyn Castro nominated Heather Dailey as 2nd Vice President. Nominations were closed and a roll call vote was taken. Heather Dailey received seven votes (unanimous – majority +) and was elected as CCSE 2nd Vice President.

### **Office of Recording Secretary**

Heather Dailey nominated Maggie Sanchez as Recording Secretary. Nominations were closed and a roll call vote was taken. Maggie Sanchez received seven votes (unanimous – majority +) and was elected as CCSE Recording Secretary.

### **Office of Treasurer**

Carolyn Castro nominated Diana Abrams as Treasurer. Nominations were closed and a roll call vote was taken. Diana Abrams received seven votes (unanimous – majority +) and was elected as CCSE Treasurer.

### **Congratulations to the newly elected officers of the Citywide Council on Special Education**

Francine Almash	Co-President
Sanayi Beckles Canton	Co-President
Carolyn Castro	1 <sup>st</sup> Vice President
Heather Dailey	2 <sup>nd</sup> Vice President
Maggie Sanchez	Recording Secretary
Diana Abrams	Treasurer

### **Special Meeting**

#### **Call to Order**

The Annual Meeting was adjourned and the special meeting was called to order by Co-President Sanayi Beckles Canton at 6:42 pm.

The special meeting was for the Council to vote on candidates to fill three vacancies. The AA read the names of each candidate. The Council selected the first candidate Mark Gonsalves. Mark Gonsalves received unanimous seven votes. The Council selected the second candidate Shannon Terrell. Shannon Terrell received unanimous seven votes. The Council selected the third candidate Lupe Hernandez. Lupe Hernandez received unanimous seven votes. The new council members to the CCSE are: Mark Gonsalves, Lupe Hernandez and Shannon Terrell.

## **Business Meeting**

### **Call to Order**

The special meeting was adjourned and the business meeting was called to order Co-President Sanayi Beckles Canton at 6:53 pm.

### **Roll Call**

Diana Abrams	Present
Muhammad Alam	Excused
Francine Almash	Present
Sanayi Beckles Canton	Present
Carolyn Castro	Present
Heather Dailey	Present
Mark Gonsalves	Present
Lupe Hernandez	Present
Tamaira Reid	Present
Maggie Sanchez	Present
Shannon Terrell	Present

A quorum was present.

Heather Dailey moved to push the business meeting items to the next business meeting on October 5. Carolyn Castro seconded.

Heather Dailey moved to close the business meeting and Carolyn Castro seconded. There was a roll call vote and all 10 members present voted yes. Meeting was adjourned.

## **Calendar Meeting**

The calendar meeting was called to order Co-President Sanayi Beckles Canton at 6:57 pm.

### **Roll Call**

Diana Abrams	Present
Muhammad Alam	Excused
Francine Almash	Present
Sanayi Beckles Canton	Present
Carolyn Castro	Present
Heather Dailey	Present
Mark Gonsalves	Present
Lupe Hernandez	Present
Tamaira Reid	Present
Maggie Sanchez	Present
Shannon Terrell	Present

A quorum was present.

### **Special Education Presentation**

John Hammer, Deputy Chief Executive Director - Special Education gave an update on special education. Please refer to the recording ([9-20-23 CCSE Annual Special-Annual-Calendar Meeting.mp4](#)) for the full presentation.

Heather Dailey moved and Lupe Hernandez seconded to table the committee reports and committee formation until the next meeting on October 5. There was a voice vote and all in attendance voted yes.

### **Unfinished Business**

Carolyn Castro moved and Heather Dailey seconded to table the 2023-2024 meeting schedule until the next meeting on October 5. There was a voice vote and all in attendance voted yes.

### **New Business**

Francine Almash – Would like to create a Google Drive account for the CCSE to share and update documents. Would also like to create a member contact list to include email, phone number and the best time members can communicate.

Carolyn Castro moved and Heather Dailey seconded to start the October business and calendar meetings at 6:30 instead of 6:00 to give members time to arrive at the meetings. There was a roll call vote and all in attendance voted yes.

Heather Dailey – briefly discussed the possible strike with Amalgamated Transit Union Local 1181, who are still in negotiations with the City/DOE. This affects school bus drivers and matrons. Please refer to 02:07.00 of the recording ([9-20-23 CCSE Annual Special-Annual-Calendar Meeting.mp4](#)) for complete discussion.

### **New Business**

#### 2023-2024 Budget Allocation

There was a brief discussion about the budget and the breakdown. Co-President Almash explained to the new members about the reimbursement process, what they are eligible to get reimbursed for and the rollover process. The Council voted on the following allocation:

<b>Member Reimbursement</b>	Non-contractual services	\$19,800.00
<b>Desktop Computer</b>	Equipment – general	\$2,500.00
<b>P-Card</b>	General supplies and GoDaddy (website)	\$600.00
<b>Meeting Expenses</b>	Refreshments	\$600.00
<b>Travel (AA to meetings)</b>	Non-contractual services	\$200
<b>General Supplies</b>	Supplies – General and Owl Smart Video	\$1,300.00
	<b>Total</b>	<b>\$25,000</b>

Lupe Hernandez moved and Carolyn Castro seconded to accept the 2023-2024 budget as presented. There was a roll call vote and all 10 members present voted yes.

**Meeting Adjourned – 8:56 pm**

DRAFT