

Community Education Council District 32 Meeting

ANNUAL/CALENDAR/BUSINESS MEETING MINUTES

July 18th, 2019

5:30 PM

**CEC D32 Office
797 Bushwick Ave
Brooklyn, NY 11221**

Type of Meeting

Annual, Calendar, and Business Meetings

Note Taker

Stacie Johnson, Recording Secretary

Attendees

Calendar Meeting

Annual Meeting

Business Meeting

Martha Bayona

Present

Present

Present

Jamel Cooper

Absent

Absent

Absent

Joanna Fuentes

Present

Present

Present

Stacie Johnson

Present

Present

Present

Maria Lopez

Present

Present

Present

Wanda Nunez

Present

Present

Present

Samuel Olivares

Present

Present

Present

Desines Rodriguez

Present

Present

Present

Renisha Westbrooks

Late

Present

Present

Quorum

Met

Monthly Calendar Meeting: 6:02 PM

[Ms. Bayona motioned to hold the CEC32 Annual Meeting after the Calendar Meeting in consideration of time while the annual meeting script was obtained. All members approved the motion.]

1. Call to order and roll call: Present: Martha Bayona, Joanna Fuentes, Stacie Johnson, Maria Lopez, Wanda Nunez, Samuel Olivares, Desines Rodriguez. Late: Renisha Westbrooks. Absent: Jamel Cooper.
2. Conversation with Superintendent Sheila Gorski
 - a. Tentative overarching district goals 2019-2020
 - i. Goal #1: advancing equity and learning
 - ii. Goal #2: transformational leadership
 - iii. Goal #3: partnering with our community
 - b. The DOE's \$32 billion 2018-2019 budget: Where our funding goes to
 - i. Support costs: \$6 billion – custodial, facilities, and central supports
 - ii. Non-district schools: \$4 billion – charters, non-public schools, contract schools
 - iii. Non-instructional costs: \$5 billion – food, busing, and building payments
 - iv. District school budgets: \$17 billion – allocations to schools
 - c. The DOE's \$32 billion 2018-2019 budget: Where our funding comes from
 - i. Federal Funding: \$2 billion
 - ii. State Funding: \$12 billion
 - iii. City Funding: \$18 billion
 - d. Understanding the Funding Process: Program pyramid
 - i. Core - Required to serve all students: administrators, teachers, parent coordinators, secretaries, crucial other than personal services (OTPS), etc. Source of funding: tax levied Fair Student Funding.
 - ii. Mandated Services - special education classes, related services, adaptive physical education, ELL, guidance, librarians, etc. Source of funding: tax levied and Individuals with Disabilities Education Act (IDEA).
 - iii. Supplemental - reduced class size, extended learning time, additional AIS, professional development, etc. Source of targeted funds: tax levied and reimbursable funds, Contracts for Excellence, pre-K allocation, Title I, Title III, and tax levied Fair Student Funding.
 - iv. Enhancements - funded by competitive grants, legislative grants, council member funds, and gifts to schools.
 - e. Why does most of a school's budget go to teacher salaries?
 - i. Average teacher salary is determined based on experience, education, and certification. Seniority/ longevity, retirements, transfers, new teacher hires with lower starting income, and stability of teaching body affect the average teacher salary in a school. Averages in other districts may vary for various other reasons. Related information is public.
 - ii. Funding can be used only as allocated in a School's Allocation Memorandum. The Central DOE considers the school's history to determine an initial budget (usually low in funding). By October 31, school enrollment and data are more stable,

so the budget is readjusted and finalized, regardless of the amount of new student enrollment later in the year. A school's audited register helps determine whether funding would change due to student enrollment. There is generally a significant influx of students from charter schools into public schools after the final budget determination is made.

- iii. Allocation types include: math, ESL supplemental support services, C4E, collective bargaining, Summer in the City, title allocations, parent coordinators, programs and teachers, paraprofessionals for special education students (if the student leaves the school and another in the same cannot be serviced, however, paraprofessionals leave too), ASIS, ASD, continuous improvement, supplementary school support, STEM, salary assignments, etc. Yearly contracts are granted to outstanding substitute teachers for permanent hiring. Salary amounts shown are made up of other factors as well. Low salaries for paraprofessionals may result from budget constraints and inability to hire a full time paraprofessional. Salaries, however, are determined at the Central DOE, where someone is monitoring the budget daily
 1. *Do paraprofessionals get hired?* In order to be hired, a paraprofessional would have to work twenty days consecutively in the same assignment in the year.
 2. Bronx Plan in Brownsville: teachers in Brownsville are getting a raise of 40% in salaries as a result of the plan. Many union rights, however, are being waived as a result of this contractual negotiation between the DOE and the unions.
- f. Afterschool Programs in D32
 - i. Currently 143 afterschool programs - include Saturday and morning academies.
 - ii. Ways to fund/execute them (given a very limited budget): grants petitioned by the school. Some are ran by a CBO. For others, teachers and principals teach alternative specialties. In some schools, such as 32K162/562, programs are ran and designed by students (with proper adult supervision) to enhance autonomy.
- g. Wellness: some schools are more involved in school wellness programs through nutrition and sports. These are afterschool programs, but may be held on Saturdays and mornings, not during school hours. This program is not the same one that councilmember Espinal allocated funds for, but the latter meets the criteria from the Office of Student Wellness. Programs increased by more than 50%.
- h. Percentage of students in afterschool programs: offerings are made at the school's discretion and strategy. A seat is not guaranteed to all students. Program availability in other districts is made known by June; in D32 it is available in September/October and space is limited. Sixty % + of seats in afterschool programs have been offered in the last two years – budget constraints do not allow more. Alternatives include partnering with other schools and utilizing programs offered to children in the community at different sites.
 - i. *Can the DOE provide funding to start an afterschool program suggested by a parent in a specific school?* The DOE must follow a process of approval, starting with having an organization obtain a vendor ID and prove an ethical purpose. Once approved, funding must be obtained. Community Boards facilitate this process by conducting a needs assessment to see if programs meet recommended guidelines, and presenting a proposal with the District's needs to the Department of Youth and Community Development (and thereby every city agency, the mayor, and the DOE) for funding. One of CB4's top three priorities this year is youth programming. Youth programming is being geared towards battling obesity in NY. Principals are also focusing on nutritional wellness in lunch. It is concerning that some schools allow children to watch cartoons after lunch. Programming is difficult, however. A school's programming/scheduling should be inquired.
- i. Status of 32K377: PBIS offered; in-house emotional social learning center (for kids to distress, and develop emotionally and socially); new hydroponics lab; new school yard construction timeline set; studio in the school; new library (media center); assessments, instructional practices, and pedagogy are being enhanced. A Director of Continuous Improvement was hired to work with Principal Zagami. The school must follow standards and CEP goals.
 - i. After the state intervention, 32K377 was allowed two years to grow. Is 32K377 closing? The Chancellor has said that schools will not be closed.
 - ii. How can the school be sustained with low enrollment? Programs are part of the plan to attract students.
 - iii. 32K377 was initially a K-8 school, but was truncated to pre-K to 5th grade to make it better to manage.
 - iv. How are schools being promoted? D32 schools can not utilize their budgets for marketing as do charter schools. D32 tries to reach out through social media, school websites, personalized flyers, etc. Tours are given at any time during the year. Each school holds a fair in October; teacher nights and parent nights are also helpful. The District-wide Fair also served to advertise school programs. Schools may also produce brochures and take them to the CEC for promotion. PTAs can help.
- j. Students attending the G&T Programs at 32K376/383: 87 students are part of the program in 32K376; districts served: 13, 14, 15, 16, 18, 19, 23, 24, 27, 29. In 383 609 students are served from districts 19, 23, 24, 16, 17, 18, 27, 13, 14, 22, 29.
- k. Summer Discovery Program: three students from D32 were invited and will receive an offer to a SHS at the successful completion of the program; seven students have been accepted into SHSs. This is the SHSAT program's second year in D32. It is still growing.
- l. Students in D32 schools residing in other districts: 1724.
- m. Physical education: all schools offer physical education, PE Works, and Move to Improve, which meets the requirement for physical education. Almost all middle schools have a certified health and wellness teacher. Physical education is held a least twice a week, the majority have it three times a week. PE is mandated for one period per day from K-3. In order to fulfill the state requirements, programming time can be divided differently. The resident expert (licensed PE teacher) may train other teachers.
- n. Summer School: about 6% of D32 students are mandated to attend. Title and enrichment programs are offered but not mandated.
- o. Attendance Data: 95% is the district goal - all schools came close but missed it. The city goal is 91%. The average daily absence for each of the schools ranges from a high of 11% to a low of 5%. Contact is made with schools in the higher end of the range to prevent chronic absenteeism. Multiple criteria are analyzed to hold a student back; in the past, a 10% (18 day) absence was enough.
 - i. Top three reasons for absences:
 1. Hardship: some students live in shelters. Public transportation may delay them. Schools are trying to ensure that kids do not miss breakfast and that if they do miss a reading period, that someone reviews the material with them. Supt. Gorski is also trying to convince principals to move core subjects to a later time in the day.
 2. Temporary Housing: some students are not in school every day because they are constantly moving.

3. Family hardship: parentification (students may be taking care of younger siblings), immigration issues, early parenthood, parents are absent in the mornings to prepare children for school, long-term illnesses, etc.
 - ii. Pre-K and K students are not mandated to attend but their attendance counts in the school's attendance calculations.
- p. Reading Coaches:
 - i. Received confirmation today that the program will continue to be implemented.
 - ii. Schools in D32 that have a coach: 32K045/075/106/123/145/151/274/377/299/384; 32K086 is waiting for a coach to be re-assigned.
- q. Discharge
 - i. Discharge surveys are not offered to parents who leave the district due to privacy concerns.
- r. Recess
 - i. Most schools let students go outside after lunch or vice versa. 32K376 is not because its yard is too small (the principal is seeking to inquire whether a space on Harman St. may be utilized). 32K145 has a construction on the playground.
- s. Highlights: please see PPT attached
3. Superintendent's Report
 - a. Please see attached.
 - b. Legacy Backpack and School Supply Distribution: July 13 2019 - principals distributed backpacks in preparation for the school year. Supt. Gorski will participate in a backpack distribution event in September at a local congregation. Every school will have brochures available. Community partnerships like these are sought.
4. CEC32 President Report and Announcements:
 - a. Meeting with Chief of Staff, Office of Councilmember Antonio Reynoso: attended by Joanna Fuentes, Wanda Nunez, Stacie Johnson, Samuel Olivares (over the phone), and Luis Fonseca (President of Presidents' Council). Conversation centered on Participatory Budgeting - meetings will initiate in August. The Office will inform the CEC of workshop dates, and work closely with schools and CEC liaisons. The CEC and Supt.'s office will be carbon copied in all e-mail communications with principals to ensure that schools know in advance and parents are notified of the voting. Over \$1 million is allocated for a community project. Principals are strongly encouraged, not only to collaborate with voting, but to give ideas of where funds should be allocated.
 - b. Changes for CCEC 2021 elections: in 2021, all parents will be able to vote to elect CCEC members, not only PTA officers.
 - c. Title I Committee: expected to be organized in every school by October. Presidents of PTAs can no longer occupy the parent position in the committee; a request was made to have this person be the parent Title I representative at DLT meetings, per the ESSA's goal of increasing parental involvement. By October/November, schools must have chosen how to allocate the funds to serve parents. In the past, PTA presidents and SLTs were charged with this task.
 - d. Memorandum of Understanding: agreement between the DOE, NYPD, and City government signed on June 19. The NYPD can no longer arrest students as in the past. Principals have the responsibility to choose a course of action. A meeting should be held with the CEC, the NYPD, and the Division of School Safety to inform parents and students of the changes and their rights.
 - e. The CEC32 is being informed at this meeting that Member Renesha Westbrooks has been appointed as a CEC BBA.
5. Report from Borough Appointees: meetings have not been held yet
6. Public comment
 - i. Tyler Johnson, from the American Debate League: the American Debate League is a not-for-profit organization that has been working with different districts in Brooklyn to create debate leagues and enhance debate in schools and communities. The program is flexible and offered for a fee. Faculty receives training and all materials needed; instructors may attend classrooms if necessary. Students in elementary through high school are served. The information will be sent to the CEC32 to be forwarded to Superintendent Gorski and to principals.
 - ii. Joanna Fuentes, CEC32: TENT and Community Dialogue are two non-profit organizations willing to provide free services to school in D32 during the day and afterschool.
7. Adjournment: 7:50 PM.

Annual Meeting: 7:51 PM

1. Call to order and roll call: Present: Martha Bayona, Joanna Fuentes, Stacie Johnson, Maria Lopez, Wanda Nunez, Samuel Olivares, Desines Rodriguez, Renesha Westbrooks. All members present have a signed and notarized oath of office and can participate in voting.
2. Selection of Chair *Pro Tem* to preside during the CEC32 Officer Elections
 - a. Member Samuel Olivares was unanimously elected to preside as Chair *Pro Tem* and run the nomination and election of the CEC32 President [Member Olivares continued running the elections, per the elected president's request]
3. Election of Officers for the July 1, 2019 through June 30, 2020 one year term
 - a. President
 - i. Nomination(s): Member Desines Rodriguez nominated Martha Bayona. Nomination accepted.
 - ii. No other nominations were made. Martha Bayona presented her statement to the CEC32.
 - iii. All eight (8) members present approved the nomination. Martha Bayona was elected President of the CEC32.
 - b. Vice-President
 - i. Nomination(s): Member Desines Rodriguez nominated Renesha Westbrooks. Nomination accepted.
 - ii. No other nominations were made. Renesha Westbrooks presented her statement to the CEC32.
 - iii. All eight (8) members present approved the nomination. Renesha Westbrooks was elected Vice-President of the CEC32.
 - c. Recording Secretary
 - i. Nomination(s): Member Desines Rodriguez nominates Stacie Johnson. Nomination accepted.
 - ii. No other nominations were made. Stacie Johnson presented her statement to the CEC32.
 - iii. All eight (8) members present approved the nomination. Stacie Johnson was elected Recording Secretary of the CEC32.
 - d. Treasurer
 - i. Nomination(s): Member Martha Bayona nominates Desines Rodriguez. Nomination accepted.
 - ii. No other nominations were made. Desines Rodriguez presented her statement to the CEC32.

iii. All eight (8) members present approved the nomination. Desines Rodriguez was elected Treasurer of the CEC32.

4. Adjournment: 8:08 PM.

Business Meeting: 8:17 PM

1. Call to order and roll call: Present: Martha Bayona, Joanna Fuentes, Stacie Johnson, Maria Lopez, Wanda Nunez, Samuel Olivares, Desines Rodriguez, Renesha Westbrooks. Absent: Jamel Cooper.
2. Approval of minutes: Minutes for the month of June 2019: APPROVED
3. Member’s Report:
 - a. Renesha Westbrooks: District-wide School Fair: it was great. The CEC should table at future fairs to promote the Council. The CEC32 was unable to attend due to a mandatory CCECs orientation on the same date. It is recommended that the fair take place in October or November this upcoming school year.
4. Treasurer’s Report: Please see attachment for the CEC32 June 30, 2019 budget report and the CEC32 Treasurer’s Report as of July 18, 2019.
 - Vote on CEC32 Budget for FY 2019-2020
 - Motion to approve the budget as appears in the CEC32 July 18, 2019 Treasurer’s Report presented by Member Desines Rodriguez. Motion seconded by Member Joanna Fuentes. All members approved the motion.

[Contents of member binders and folders: letter written by the CEC32 to the NYC DOE Chancellor and DOH Commissioner was meant to request funds to eliminate the presence of lead in water in D32 and provide alternative sources for drinking water while faucets are taken out of service, per the law. Although the Department of School Facilities has provided water coolers and other sources of water, sometimes students are not able to use it. As clarification, outlets that are presently testing high for lead were not included in previous tests.

Requests for CEC32 records, per the Freedom of Information Law (FOIL): the public may request minutes and meeting audio recordings from the CEC32. Three requests were made in the month of June 2019. A request for Individual Performance Reports has been made in the past, as well.

Member reimbursements: information as to the amount that each member claims in reimbursements is also public and available at request. Members are entitled to a maximum \$125 monthly reimbursement. Members must submit proof of attendance and expenditures (except for public transportation) with their reimbursement requests. Member reimbursements are not taxable. This is a more convenient arrangement than a stipend for members who live in rent-controlled apartments and might result affected from a rise in income.

CEC32 Budget: keep procurement deadlines in mind when making allocations.

ELL Parent Vacancy: must be the parent of a child who has received services as ELL within the past two years. Starting in 2021, there will not be a time limit.]

5. Old Business: none
6. New Business:
 - a. Date of August 2019 Calendar and Business Meetings – possible change in date per bylaws regulations
 - i. Motion to move the meeting date in August from August 8th to August 15th presented by: Martha Bayona. Seven (7) members approved, one (1) voted NO.
 - b. Notice of Intent to Vacate addressed to Member Jamel Cooper
 - c. Business cards – may be used when conducting school visits, for example.
 - d. How does the CEC32 communicate internally? It is more convenient to communicate via e-mail, carbon copying the CEC32 e-mail account.
 - e. Motion to move items in the Business Meeting agenda not covered today into August 15th’s Business Meeting presented by: Stacie Johnson. Motion seconded by Desines Rodriguez. All members approved the motion.
7. Building agenda
 - a. Potential guest/presenter at the CEC32 August 2019 Calendar Meeting: Superintendent Gorski
8. Farewell: Paola deKock will no longer be the CEC liaison. Steven Wieser will be the new CEC liaison. Yolanda Torres is leaving the DOE.
9. Adjournment: 9:07 PM

APPROVAL OF ANNUAL, CALENDAR, AND BUSINESS MEETING MINUTES	June 2019 - Approved [Met Quorum]
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NOTE: All meetings are recorded for future availability/submission upon request at the CEC D32 office.

ADJOURNMENT	Meeting adjourned at 9:07 PM
SUBMITTED BY:	Silvia Belmonte, Administrative Assistant

Approved on: August 15, 2019

Recording Secretary