

Community Education Council District 32 Meeting

**CALENDAR AND BUSINESS
MEETING MINUTES**

May 28, 2020

6:00 PM

CEC D32 Office
797 Bushwick Ave
Brooklyn, NY 11221

Type of Meeting

Calendar and Business Meetings

Note Taker

Stacie Johnson, Recording Secretary

Attendees

Calendar Meeting

Business Meeting

Martha Bayona

Present

Present

Joanna Fuentes

Absent (unexcused)

Absent (unexcused)

Stacie Johnson

Present

Present

Yashaira Longras

Absent

Absent

Maria Lopez

Present

Present

Wanda Nunez

Present

Present

Samuel Olivares

Absent (excused)

Absent (excused)

Desines Rodriguez

Present

Present

Renisha Westbrooks

Present

Present

Quorum

Met

Monthly Calendar Meeting: 6:00 PM

1. Call to order and roll call: Martha Bayona, Stacie Johnson, Maria Lopez, Wanda Nunez, Desines Rodriguez, Renisha Westbrooks. Absent: Joanna Fuentes, Yashaira Longras, Samuel Olivares (excused). Mr. Olivares was unable to attend due to work.
2. Discussion with representative members of the NYC Education Sector Advisory Council. Guests include Mr. Nequan McLean (Education Council Consortium), Ms. Julissa Bisono (Make the Road NY), and Ms. Maria Bautista (Alliance for Quality Education).
 - a. Julissa Bisono, Associate Director of the Organizing Department at Make the Road (MTR): The Education Advisory is made up of community-based organizations (CBOs) and other members of the community. The group has met twice and is convening weekly to discuss a plan about how schools can reopen in the fall. During the last meeting, the members addressed a plan to reopen the schools by September 10th. If not, there are many practices to address health concerns, such those related to testing, spacing in the classroom, etc. The group is discussing options such as splitting students into different sections that come at different points in the day (morning and afternoon) or having different cohorts of students. Questions, concerns, and suggestions are welcomed so that they could be brought back to the Advisory Council.
 - b. Maria Bautista, Campaigns Director for the Alliance for Quality Education (AQE): The AQE is an organization formed 20 years ago specifically around the campaign for fiscal equity, a very old lawsuit that challenged NYS for not providing a sound basic education for all children. The entity works statewide around equity in funding and generally making sure children receive a high quality education. Ms. Bautista emphasized that It is important that they hear concerns and to take questions back that the community wants addressed. The representative's participation today is part of their work with the community to hear about what is happening in schools and take back that information in order to shift how education moves forward.
 - c. Nequan McLean, Co-Chair of the Education Council Consortium (ECC) and President of the Community Education Council 16 (CEC16) in Bedstuy, Brooklyn: The group has met twice. Mr. McLean has hosted events to listen to members of his district's community. There are no facts yet but he is here to listen to the community's concerns.
 - d. First public comment session:
 - i. Stacie Johnson, CEC32 Member: *My biggest concern for the reopening of schools is how we rectify the social emotional issues that were there before and will now will be worse. I am concerned about there being adequate opportunities for students to interact in groups and socialize in ways that are unstructured but with adult trained professionals to help transform conflict. I think that was needed before but with all of the remote learning and isolation I am concerned with there being safety protocols in place in the fall, such as dividing desks and separating students, and isolating everyone, and I am concerned about students learning how to collaborate and transform conflict. How can they make sure this happens in addition to being physically safe?*
 1. Maria Bautista, AQE: Organizationally, the AQE has been fighting for funding. \$700 million in cuts to education are expected and the Governor has threatened 20% in additional cuts to education. The organization is concerned that, come September and the cuts made by the city and state, there will be an insufficient budget for social emotional support for students. In terms of local work, the AQE has been focusing on having counselors in schools and restorative justice practices; on the social emotional components of returning to schools and reducing calls sizes; and on the supports that children will need when going back to school.

2. Julissa Bisono, MTR: The Advisory group is also thinking about what the environment will look like when we return to classroom learning if schools return on September 10th, including what social distancing and classrooms would look like, and what are the geographic and physical challenges of putting schools back together. There is a lot of emphasis on supporting students, teachers, and administrators so that everyone can work with supports. These questions are kept in mind. The aim is to share a plan within the next four weeks.
- ii. Renesha Westbrooks, CEC32 Member: *For parent leaders who sit on the Education Advisory Council: How does the advisory council plan to focus on the continuous development for remote learning that will address difficulties for parents and families not labeled as essential workers or first responders, yet are demanded to work and do not have adequate time to focus on student accountability from home?*
 1. Nequan McLean, ECC and CEC16: The task force is focused on the reopening of schools. It might not have something to present within the next four weeks. There have been conversations about students returning to schools half days, while having two days of remote learning and two days in class, etc. The group is aware that some parents will not want to send kids to school until there is a vaccine. Mr. McLean has had discussions about having something in place for families who do not feel comfortable about sending children back to school. He has also been working closely with the DOE on how remote learning is going now. Once schools reopen, there is a question as to whether DOE will open up the Reginal Enrichment Centers (RECs) for families who are not essential workers or while the City gradually reopens. He awaits a response.
- iii. Martha Bayona, CEC32 Member: *NYS has \$13 billion in lost revenue. When schools reopen how safe will schools be? Is the group looking into custodial work? What type of service will custodians provide to the schools? In D32, we have custodians that share buildings. Is there a plan to hire new personnel - to provide more funds for that particular group? What will this look like? Will there be cleaning three times a day? Once a day? Is there any conversation regarding custodial work in the buildings to keep them clean?*
 1. Julissa Bisono, MTR: That was not brought up at the group's last two conversations. It can be brought to the group during its next meeting.
- iv. Wanda Nunez, CEC32 Member: *Parents are concerned about graduations and going back to school. How are we helping parents emotionally at this moment. What are the resources for them? Many parents are very overwhelmed doing things they were not used to and with the crisis. I know there has been a lot of help with the school foods, etc., but parents are feeling overwhelmed and depressed. What are the resources to cope?*
 1. Maria Bautista, AQE: It is important to think about how schools are community schools and what kinds of supports are being offered, not only to children, but also to the immediate community. Ms. Bautista thinks of schools as hubs where people get the supports they need. This conversation has not come up explicitly, but the three representatives tonight can form a group to think about the things that will be brought back to the table to think broadly about how to look at schools as community hubs and how to provide the same kind of supports for parents. Member Martha Bayona commented that she attend a meeting with the NYS Chancellor Rosa, the Council Member Mark Treyger, and the Senator John Liu. Mark Treyger is pushing to have community schools back to have services in every school, and is emphasizing the input of parents and the school communities.
- v. Jesus Figueroa, Community Member: *How are children, especially in the lower grades, going to socially distance at school? Lines in the hallways will be 60 Ft long for classes of 20 students. Also, is the status quo where teachers are not provided cleaning supplies or soap? Children in the lower grades don't have the best hand and germ hygiene. How are we going to keep them and their families safe? If we go back to school with a modified schedule, what happens to the children of teachers?*
 1. Julissa Bisono, MTR: The group does not have answers yet. The representatives will bring the questions back.
- vi. Marlene Rossi: *In the plan of reopening safely is it looking like the children and teachers will be using mask all day while in the building? If so, what plan is in place for students or teachers that suffer from asthma?*
 1. Julissa Bisono, MTR: This is another question that the representatives will bring back to address expectations about protection. There are additional education cuts that may affect the number of counselors, nurses, and all that kids will need when they come back to school. Everything is changing rapidly.
- vii. Laraine DeAngelis, Community Member and Volunteer at the Office of the Council Member Antonio Reynoso: *Are there talks about cutting executive superintendents?*
 1. Maria Bautista, AQE: Has not seen conversations specifically about cuts to executive superintendents. There are currently conversations about \$100 million in cuts to Fair Student Funding, which is the main source of funding for public schools, and other cuts. It is not as clear what is the amount of the cut and what programming is going to take the cut. Summer programming, SYEP, will take a hit, in addition to a lot of programs for youth development that happen year-round. The group does not have specifics about who around and within the DOE will be affected. Member Martha Bayona added that the Comptroller today stated that every agency in the City will be suffering a cut. He is already working on a proposal to cut 5% or higher to try to balance the budget for next year.
- viii. Marlene Rossi, PTA President: *In the past, children and staff with sniffles were allowed in the building. Will that be changing moving forward until vaccines are available?*
 1. Julissa Bisono, MTR: No answer right now. There is a priority to make sure that if students, teachers, principals, and administrators are going to be allowed back into the building, everyone will be safe. The

school system will be totally transformed and the way it was operating before March 16th will not be the same.

- ix. Desines Rodriguez, CEC32 Member: *I believe more surveys should be given to parents and to students who are able to read and understand the survey to figure out where families and individuals need help because we all need help in different ways. Certain parents are essential workers and it is a bit difficult and a bit struggling. I have had the access and I am getting the help, but it is frustrating because I am a parent that works 60 hours a week. My concern is really the IEP students. I speak strongly for that because that is where my frustration as a parent is right now. They are not really being educated and helped. I get the cuts in funding, but they were already cutting back before the pandemic and I have been seeing the services being cut off. Some surveys need to be sent to certain parents because not everyone is having the same situation and different parents' concerns are not really being placed out there. Member Martha Bayona added that surveys for students in special education are not what they are supposed to be. Parents are also frustrated about the length of teletherapy.*
- x. Stacie Johnson, CEC32 Member: *Bushwick is a little bit unique in that we have some buildings that have extra space because of underenrollment. I wonder if we can change the space formula in a way that allows our students in our buildings to spread out a bit more and access those empty rooms. Another suggestion is about communications. I know there were some issues when the schools first closed; that people were sick and it never really got reported and the schools didn't actually get shut down for the 24 hours that they were supposed to get shut down for cleaning. I wonder if citywide there could be some communication standards that all the schools are required to report to all the parents in some way, for, for example, the amount of students with high temperatures on a given day or calling out sick this week, so that parents can make informed decisions if we might have a choice about keeping children home; if there can be a clear communication about the status of what is happening in our schools so that we can make informed decisions as parents when to keep our kids home. This is related to double checking on the custodial staffing, soap, and also ventilation. Some of our schools, may be, are not complete with their ventilation upgrades. One more thing is that activities at schools are timed. I don't know how they are going to be able to wash their hands and just to slow everything down so there can be protocols that are safer. I don't know if there is a way to relax those standard to have more time to eat slower, wash your hands, wash your desk before you leave, etc.*
1. Nequan McLean, ECC and CEC16: *In D16, has recommended identifying building or districts that have a lot of space because they are underutilized, and figuring out how to spread kids within the buildings. Although schools are closed, custodians are still ordering supplies, which no one is there to use. At least for the first few months, schools will be fine with supplies. The group is in conversations about whether students have to wear masks all day and who is going to purchase them. If students will have to wear masks, schools will provide them. Member Martha Bayona added that one of the conversations is about how to have temperatures checked if there are not nurses in every school.*
- xi. Renesha Westbrooks, CEC32 Member: *I want to emphasize on professional development for parents and instructors. I don't want this to be confused with trainings that we receive from FACE as parent leaders, or trainings or workshops that we receive directly from our district. I want to magnify professional development the same way our teachers, parent coordinators, and principals are receiving professional development. It is really important that we do see ourselves as the primary instructors in regards to the basic elementary and high school education. There are some skills that some of us may lack and we need to make sure our children are receiving a basic education the same way they would in school. I suggest that some of our focus is that we receive professional development on how to instruct our children, through lectures and how to respond to our children in a social emotional aspect to allow them to learn at a more eased pace and allowing ourselves to be mentally ready for them and with skills – it requires skills to be an instructor. We are now the primary instructors and it is important to allow parents to receive that professional development. Districts leaders have put on the table how the district can address those inadequacies right now. Overall, I would like to see a focus that each parent, not just parent leaders, receive professional development to make sure we are prepared equally to provide a quality education.*
- xii. Desines Rodriguez, CEC32 Member: *I have a child in high school and another in elementary school. The younger child has asthma, but he is little and does not listen to instructions because he does not really understand what the coronavirus is. Is there going to be support for these little children to understand better why they have to wash their hands and keep 6 feet away. I have a 5-year old who is highly smart and asks a lot of questions. How will we be supporting our little ones (2nd grade and below)?*
- xiii. Paulette Simms, Community Member: *Is the injection for going back to school a real thing or is it something I have to think about for my son when going back to school?*
1. Nequan McLean, ECC and CEC16: *There is no vaccine at this time. The DOE mandates certain vaccines. When they do come up with a vaccine it may be something that is mandated but they do not know at this time.*
- xiv. Martha Bayona, CEC32 Member: *Tonight, we spoke about the buildings - if they are going to be cleaned, how custodians will be working, if the custodians are sharing schools, and making sure that there are enough funds to sanitize the buildings. Another concern is if the executive superintends will disappear and the DOE will be making cuts. We talked about having nurses in the buildings and about the use of masks (if the DOE will be providing the masks for students). The other concern was about the social-emotional aspect, and about students with special education and the types of services they will be receiving. Will parents be able to choose if we go back to school or will we continue with remote learning? If so, how will we remote learning be working? There are more comments. That was the conversation tonight. Please take the questions, concerns, and comments provided tonight and represent us when you are sitting at the table.*

- xv. Renesha Westbrooks, CEC32 Member: *As we are moving forward please keep in mind that we need more resources. We need the Mayor and Chancellor to consider that there are some folks struggling right now. We need the resources now. We need training, tools, etc. Equity is needed right now.*
 - 1. Maria Bautista, AQE: The Governor is talking about 20% more in cuts. This is preventable because there are 112 billionaires in NYS. Ms. Bautista encouraged the public to call their assembly member and state senator to urge them to sign onto bills that would raise revenues for public schools. Mr. Nequan McLean added that the public should call their assembly members, senators, council members, and other local elected officials to demand no cuts to education.
 - xvi. Tanisha Honeygan, Community Member: *My name is Tanesha Honeygan. I believe it's unrealistic to believe that if kids go back to school in September that the custodians can clean enough times to prevent hundreds of kids and most with poor hygiene from spreading the virus. Even teenagers are not going to follow protocols for prevention. I think schools should prepare teachers to do videos from their classroom live with kids at home so that kids feel like they are being schooled and this alleviates parents from being the teachers. This way the kids can ask live questions and teachers can use the chalk board and teach as normal but instead with the kids outside the classroom. The custodians can deal with only the teachers being in the building Zoom calls doesn't provide the kid of classroom teaching that's needed.*
 - xvii. Marlene Rossi, PTA President: *With all the budget cuts, will we have enough substitute staff to teach our children when the teachers are out sick?*
 - 1. Julissa Bisono, MTR: A lot of things will change. The protocols in place before March 16th will not be in place when schools come back. It will be even more challenging with the cuts to education and it will be even harder to get substitute teachers when they are needed. That is why it is important for everyone to continue to make phone calls to elected officials. The DOE is taking a survey from parents on their website. This is a good way to communicate concerns, what is happening with remote learning, and concerns with reopening in September.
 - xviii. Paulette Simms, Community Member: *Are the cafeteria, bathrooms, and classrooms going to be clean?*
 - 1. Julissa Bisono, MTR: The group does not yet know what the plan will look like. All questions and suggestions will be brought back to the Advisory Council. Member Martha Bayona added that one proposal is that students eat inside the classrooms.
 - xix. Laraine DeAngelis, Community Member and Volunteer at the Office of the Council Member Antonio Reynoso: *What PD is planned in technology for teachers?*
 - 1. Nequan McLean, ECC and CEC16: Had a conversation with an organization that talked about staff development. One budget proposal is to cut staff development for outside staff. The Chancellor mentioned that they are going to train within and use people within the organization to do staff development for their teachers. There will be staff development for teachers. One of the complications with remote learning is that there are teachers who were not really tech savvy and have been having issues using technology to teach.
 - xx. Stacie Johnson, CEC32 Member: *Please don't do half days. It is an impossible schedule for parents. I personally rather choose one quarter remote one quarter in the building.*
 - xxi. Gloria Tellez-Tovar, Parent: *Dear CEC D32, Good evening, I have a question for tonight's meeting in regards to schools and reopening. As a working parents, as a single mom, it has been extremely difficult for me and my child to do remote learning, from a mental health prospective, and mental health advocate, and currently working in the mental health field, remote learning and isolation has caused a lot of kids to regress. Could smaller class size setting be possible to keep kids at a distance, or perhaps two type of setting, remote and on site. My child has been bouncing back and forth with as I have been reporting to work every day. Sincerely, Gloria Tellez-Tovar, Parent from an 8th grader at JHS 383.*
3. CEC32 President Report and Announcements (please see meeting documents):
 - a. The valedictorian speeches for year-end celebrations will be featured on the DOE website and on the Daily News as part of the celebration of the 2020 graduation class. Principals should submit their valedictorians' graduation speeches by June 12th. Any of the parents who have a child selected as valedictorians, please contact your school because that speech will be posted on the DOE website and in the Daily News. Principals, please submit that speech to the DOE by June 12th.
 - b. Attended a webinar organized by FACE and the Census. The city schools received more than \$780 million every year in Title I funding. Every borough and every city receive fund based on census data. The census also determines funding for early learning centers. Brooklyn has only 47.4 % of families who have filled up the census form. Parent coordinators were trained to help parents, especially undocumented families, to complete the census. In this call there many parent coordinators, SLT members, and other groups who are helping parents to do so. Principals should share the information with their staff regarding the census.
 - c. *Are parent coordinators in Bushwick helping with the census?* Superintendent Gorski responded that parent coordinators had been trained on the census and how to support families with it. The Family Leadership Coordinator, Ms. Nieves-Garcia stated that parent coordinators are continuing to support parents with the census. The Family Support Coordinator, Ms. Walch, uploaded a link with detailed information about the pandemic EBT program, which is for families to buy food while learning from home; it is for all schools or programs that participate in the federal school lunch program. For those who already participate in the SNAP or Medicare program it would be deposited into their card. For those that do not have a card, it will be mailed to them. The link is in English and Spanish and includes a webinar recording with more information. The Field Support Liaison, Mr. Purus, added that the card is coming in the student's name, not the parents.
 4. Superintendent Sheila S.-Gorski's Report (please see meeting documents)

- a. Stacie Johnson, CEC32 Member: Can you provide us with a list of which schools are offering which of the social emotional offerings that you mentioned? Superintendent Gorski will send it to the CEC.
- 5. Report of Committees:
 - a. Bylaws Committee: Desines Rodriguez, Chair: The Committee met on May 28, 2020. It finished proposing amendments to the Bylaws, which will be presented to the Council so that by next month they can be presented to the public.
- 6. Public comment
 - a. Stacie Johnson, CEC32 Member: *Families will receive money for food in P-EBT cards. One concern is, since families will get those in the email to an address that is registered in the DOE, to make sure that schools are prepared to reach out to families who are concerned about that address, who are not in NY right now, and for whom may be the address on file is not their address. I wanted to make sure that you are prepared for families to get that money.* The Superintendent Gorski stated that her office will address this in a conversation with the principals to make sure that they have the most recent addresses and that parent coordinators are reaching out to reiterate that schools need the address, apartment numbers, and exact names.
 - b. Wanda Nunez, CEC32 Member: *Attended an SLT meeting today and learned that those that attend SLT meetings are getting a stipend.* Superintendent Gorski added that this happens every year. Principals take note of this and then the Superintendent's Office signs-off on that. Member Martha Bayona added that there are parents who participate in the SLT that are undocumented. The form that needs to be completed requires a social security number. She asked Superintendent Gorski to speak with principals so that undocumented parents are not disregarded. They also qualify to receive this. There is a waiver that principals can use for parents to receive the stipend they need.
 - c. Renesha Westbrooks, CEC32 Member: *Regarding the meal hubs, the D32 Leadership Team spoke with the director of nutrition for NY schools. She gave information about the hardships and things that we may have not understood about shut-downs in other districts and how that caused families to flood into D32. I have noticed the quality of the food and alternatives of food. They are working as hard as they can to fulfill their obligations. In regard to training and learning how to deal with Google Classrooms, I have seen the Presidents' Council, Ms. Jazzy Rivera, offer trainings on how to utilize this platform. The D32 Superintendent, her Deputy Superintendent, and her team are working on how to improve the information being filtered out to parents in terms of how to use these platforms on different devices and through different applications while in remote learning. Please make sure we have that professional development. Social-emotional wellness is extremely important. The district is looking at a town hall to provide that social-emotional support district wide. In terms of professional development, how can we, parents, at home be professional at what we are doing to instruct our children? D32 has been open to hear ideas - if any parents, parent leaders, teachers, principals, the Superintendent, can develop more around how parents can become professional at it. Because we are the primary instructors, I would like to see that professional development.*
- 7. Adjournment: 8:08 PM

Business Meeting: 8:11 PM

- 1. Call to order and roll call: Martha Bayona, Stacie Johnson, Maria Lopez, Wanda Nunez, Desines Rodriguez, Renesha Westbrooks. Absent: Yashaira Longras, Joanna Fuentes, Samuel Olivares (excused).
- 2. Approval of minutes: All members present approved the minutes for April 23, 2020 as distributed. All members present approved the minutes for May 7, 2020 after the following adjustment was made:
 - a. Mark Member Desines Rodriguez's absence during the May 7, 2020 Calendar and Business Meetings as excused. She was working during that time.
- 3. Members' report
 - a. Wanda Nunez:
 - i. 32K383 SLT Meeting: The SLT provided updates about remote learning and stated that they feel as if back in the classroom because of how interactive everything is. The school monitors attendance daily by asking each student to answer one question every day. Technology access is about 100%. Student engagement has increased a lot and creativity too. Weekly they have small group discussions. They are forming Google groups. For science projects, students are building things from what they have at home. Once a week one of the teachers would host a professional development session. The school's attendance is usually higher than what it usually had. Graduation will be on June 23rd from 9 AM to 11 AM, virtually, either through Zoom or Google Meet.
 - b. Renesha Westbrooks:
 - i. 32K075 SLT Meeting: An incident occurred between Members Renesha Westbrooks and Martha Bayona during the SLT Meeting. FACE, the SLT at 32K075, the Superintendent, and the Deputy Superintendent were informed. The Member offered an apology to Member Martha Bayona. The issue will be addressed at a future date.
 - ii. 32K075 shared information related to parents and what for remote learning, and searching for citywide information and social-emotional information.
 - iii. 32K274 SLT Meeting: Was not able to join due to issues with the link. There was also a CEP training on the same day, which might have delayed the school's response. They share information with parents, including that related to admissions policies, grading policies, etc.
 - iv. 32K562 SLT Meeting: Was not able to attend. Based on prior experience, the SLT is sharing as much information as possible including social-emotional resources, how parent coordinators are reaching out, about parents receiving the devices they need, and trainings for how to utilize online platforms.
 - v. Attended a CB4 Meeting.
 - vi. Attended a Town Hall Meeting with the NYC Public Advocate.
 - vii. Has been sharing information from CEC, FACE, Borough Appointees' Meetings, the DLT, and collaboration from D32.
 - c. Stacie Johnson:
 - i. 32K086 SLT Meeting: The SLT was trying to figure out a school wide communication application to reach and send notifications and announcement to all parents. They also talked about graduation ideas. The PTA President was having trouble figuring out how to distribute t-shirts for 5th graders, as the SLT was considering distributing them in

the courtyard to not spend money in mailing them home. The Member informed the Superintendent about this on a call. Schools should have some system to monitor or safely distribute items.

- ii. 32K151 SLT Meeting: The school has a Brighter Bites grant. When schools were open, families would come together to box-up food, including fresh vegetables, because the school has a wellness in schools program. They are still doing that. Every Wednesday they distribute a box of groceries to 250 of their families and to an additional 250 community members. They are able to do this until December. The school is offering many parent participation opportunities online. The SLT had a question about whether there is anything happening with constructions because there are a lot of projects under way. There was also a mention of challenges with remote learning.
- d. Maria Lopez:
 - i. The Member's emails got erased.
4. Motion to modify the Business Meeting agenda to allow for a conversation with the Student Member Yashaira Longras so that the Council may learn more about her, gain her insight, and hear her questions, made by Member Martha Bayona. Motion seconded by Member Stacie Johnson. All members voted to approve the motion.
 - a. Member Yashaira Longras reported that despite difficulties she is well. As a senior student, she has noticed that some of her peers have been disheartened and losing motivation in school because they feel that they worked for four years, yet are getting graduation and prom waived, but it is understandable. Besides the support given to students academically and mentally, she asked about the existence of any initiative to try and motivate students academic-wise. She explained that in school, a big motivator for students are their friends and remotely, it can difficult to stay motivated. It is concerning to watch peers become unmotivated to go to calls or feel upset to do so because they are not in the right head. The Council discussed that as a CEC, the Council does not have any initiative regarding this, but can suggest the High Schools Superintendent Janice Ross that it would be good to that type of program, something fun to do with the students, and can inquire about what the high schools are doing to support students socially, emotionally, and in their mental health. The same issues are also experienced at the elementary level.
5. Treasurer's report:
 - a. During the Business Meeting of May 7, 2020, the CEC32 voted to approve the following the motion to allocate \$700 for each of two devices for the remote use of the CEC during the COVID-19 pandemic and to allocate any excess funds in the budget lines to a Contribution for Students in Temporary Housing line. Motion passed 6-0-0. This is what happened to the CEC32 budget:
 - i. The member reimbursements line had \$14,775. It now has \$10,1775. The difference was taken off the line and left to be donated to STH. \$4,600 from reimbursements were donated to STH.
 - ii. The office supplies line had \$4,699.55. It now has \$3,398.24. The difference was taken off the line and donated to STH. \$1,301.31 from supplies were donated to STH.
 - iii. The coffee maker line had \$250. It is now \$0. The difference of \$250 was taken off the line and distributed this way: \$136.69 were left to be donated to STH; \$113.31 were added to a line for two devices
 - iv. The food line had \$3,179. It now has \$2,121.82. The difference of \$1,057.18 was taken off the line and added to a line for two devices.
 - v. The MetroCards/AA transportation line had \$673.50. It now has \$577.50. The difference was taken off the line and added to a line for two devices; \$96 were added to a line for two devices.
 - vi. The p-card line had \$236. It now has \$102.49. The difference was taken off the line and added to a line for two devices. \$133.51 were added to a line for two devices
 - b. A line for the reimbursement of the former Member Luis Fonseca is added for the months that he served on the CEC this year. He can claim the amount before the end of the school year. If he does not, the funds would go back to the DOE.
6. Old business: Unfinished agenda items of Thursday, May 7, 2020
 - a. Vote after assessing whether the CEC should keep a record of all audio recordings
 - i. Member Stacie Johnson does not think that all old audio recordings should be deleted, as they can serve for historical and research purposes. Prior to making a decision, she proposes finding how much hard drive space is available in the Office computer, what recordings have been saved, and what the problem and cost is in saving those recordings, to better understand how many audio files can be saved without extra costs. The recordings might also be sent to the state archives if space is of concern. Member Martha Bayona read a section on page 78 of the NYC Education Council Member Guide 2019-2021, which states:

“...the education councils are considered agencies and must comply with the New York State Freedom of Information Law (FOIL). The law requires councils to make their records available to the public upon request and set up time limits and rules for the production of records ... What records must education councils keep? The law does not require councils to keep documents forever. Regular reviewing of old files to see which ones should be discarded over a period of time must be practiced. However, some must be kept permanently. For example, meeting minutes, motions, and voting records. Hearing proceedings, Chancellor's orders, legal directives, and legal opinions. Resolutions adopted by the council, including correspondence and supporting documentation relating to the matters covered in the resolution – this is specially for rezoning resolutions. Most other records can eventually be discarded. The retention period for financial records is from 6 to 7 years. This is a good guide in most circumstances. The special rule for recordings used to produce official minutes they must be kept for four months after transcription of approval of the minutes.”

As the Recording Secretary, Member Stacie Johnson would like to review this year's recordings to see which information should be kept.
 - ii. Motion to postpone a decision to delete the meeting recordings until the Council runs out of space and has a need to discuss the financial cost to keep the recordings. Member Renesha Westbrooks seconded the motion. Members who voted in favor of the motion are: Members Martha Bayona, Stacie Johnson, Maria Lopez, Wanda Nunez, and Renesha Westbrooks. Abstention: Member Desines Rodriguez. The motion did not pass 5-1-0.
 - b. Executive session (pending vote): Roles and responsibilities of the CEC32 administrative assistant
 - i. Mr. Steven Wieser, District-Based Parent Leader Liaison, advised postponing this item to allow time for the Council to discuss the Annual Superintendent Evaluation. He proposed dedicating time during the weekly FACE brief or at a separate time during the week to host a training. The Council agreed. Mr. Wieser will follow-up via email.

- c. Establishing new committees (e.g.: Funding, Parent Engagement, etc.)
 - i. Parent Engagement Committee: Formed by Members Stacie Johnson and Renesha Westbrooks. Member Martha Bayona, CEC32 President, appointed Member Renesha Westbrooks to be the Chair of the Parent Engagement Committee.
 - ii. Funding Committee: Formed by Member Renesha Westbrooks.
 - iii. In response to a question about whether co-chairs were permitted for committees, Mr. Wieser explained that the provision would have to be specifically stated in the Bylaws. Member Martha Bayona added that, according to the CEC32 Bylaws, all elections are for one year, so committees that were elected this year will finish by the end of June. With the new elections in July, the committees would have to be established again. Regarding funding, the CEC cannot become involved with fundraising and other matters. Member Martha Bayona requested that Mr. Wieser provide a workshop to the members so that the Council can be aware of what it can and cannot do.
- 7. New business
 - a. Executive session (pending vote): Annual Superintendent Evaluation
 - i. Due to time constraints, the Council decided to have a special business meeting to discuss the Annual Superintendent Evaluation. Members agreed to meet on Thursday, June 4, 2020 at 12:30 PM.
 - b. Office of District Planning request to meet with the CEC32 for at least 90 minutes to review the district's data and obtain input from the CEC: Discuss potential meeting dates in June or July 2020
 - i. The members will provide their availability via email in order to decide the most convenient date and time to have this meeting. Member Martha Bayona explained that this is not a public meeting because another entity is requesting to meet with the CEC.
- 8. Building of the agenda
 - a. Any unfinished agenda items of Thursday, May 28, 2020 would be addressed first at the next monthly meeting.
 - b. Future Calendar Meeting presenters to consider: the Brooklyn Defender Services, Advocates for Children (IEP, busing, dyslexia, etc.), Alliance for Quality Education (advocates for state funding).
 - i. The Council agreed to invite representatives from the Division of School Facilities and the School Construction Authority to the June 18, 2020 Calendar Meeting. Questions to consider asking prior to the meeting include those related to what projects are ongoing in the school buildings, when they are expected to finish, and if funds allocated to the SCA are still available.
 - c. Mr. Jesse Mojica, Senior Director from FACE, would like to have a conversation with the council during a business meeting before the end of this school year. He will attend the Business Meeting of June 18, 2020.
 - d. Members will send any ideas for the agenda of June 18, 2020 via email. Member Renesha Westbrooks proposed following up on the concerns that parents have had, at the subsequent calendar meeting. Member Martha Bayona stated that the Council can choose to invite today's group of presenters after decisions are taken so that the updates may be provided.
 - e. Schedule a meeting prior to June 18, 2020 to continue working on the annual Superintendent Evaluation (please item 7.a.i above)
- 9. Adjournment: 10:07 PM

APPROVAL OF CALENDAR, AND BUSINESS MEETING MINUTES	April 23, 2020 and May 7, 2020 - Approved [Met Quorum]
NOTE: A draft of all meeting minutes are available within two weeks after the meeting and posted on the Council's website at CEC32.org .	
ADJOURNMENT	Meeting adjourned at 10:07 PM
SUBMITTED BY:	Silvia Belmonte, Administrative Assistant

Approved on: Thursday, June 18, 2020

_____ Recording Secretary