

**CEC 5 Calendar Meeting Minutes**

**Wednesday, September 28, 2022**

Pamela Stewart

**President**

Schadell Barnhill

**Vice President**

Gina Williams

**Recording Secretary**

Ayishah Irvin

**Treasurer**

**Members**

Fanta Brown

Anna Minsky

Brian Peters

Denise Randolph

**Borough Appointee**

Pamela Stewart

**Student Member**

Vacant

**Admin. Assistant**

Lisa Kinsey

**Superintendent**

Dr. Sean L. Davenport

Meeting called to order by President Stewart at 6:39 PM. Roll call taken by Lisa Kinsey, which resulted in the following:

**Present:** Schadell Barnhill, Ayishah Irvin, Anna Minsky, Brian Peters, Denise Randolph, Pamela Stewart and Gina Williams (late 6:50pm)

**Absent:** Fanta Brown (Unexcused)

**Acknowledgement of Minutes: August 21, 2022**

**Report of President**

President Stewart will report out at the next calendar meeting, giving the council time to report out.

**Report of Council**

**Vice President Barnhill**:

* + Attended D5 DLT Meeting not much to share. An abundance of information shared. Dr. DeCosta, Deputy Superintendent will be able to share information.
  + Attended SEED SLT Meeting unfortunately there is not a great parent turnout. I hope that more parents will attend.

**Member Brown:** Absent

**Treasurer Irvin:**

* + Attended D5 DLT Meeting
  + Starting talking about a new DCEP (District Comprehensive Educational Plan) template
* Attended CEC 4 and CEC 16 Calendar Meetings
* Attended other meetings as CPAC (President’s Council President)
* Upcoming Meeting: October 3, 2022 CCEC (Community and Citywide Election Council) Committee Meeting (Chair) will report out at the next meeting.

**Member Minsky**

* Attended PS 125 SLT (School Leadership Team) Meeting
* Very interested to see how the Dyslexia Program is rolling out there. Had the opportunity separately to meet with the two women who are going to be guiding, shepherding, and building that program. They seemed really wonderful and excited about the program.
* Upcoming Meeting: September 29, 2022 Education Council Consortium (ECC)Charter Committee
* Very interested in looking at issues. How charter and public school system interacted. Very interest to hear experiences of co-located schools, if they are having any charter school issues. Think expansively about if you school community is impact by a nearby charter school thru enrollment or outside interactions. Could be positive interaction, but maybe not. Welcome people in the community to bring those issues to the charter committee. Looking at the issue citywide, but of course, we know this affects D5 more than probably any other district.

**Communications Committee Report:** No report at this time.

**Budget Report: *Treasurer Irvin***

**Budget Allocation**

* Shared budget information and asked if councilmembers had any questions.
* Council approved $25,000.00 budget allocation last month.
* President reimbursement line $2,400 remains the same to date.
* Member reimbursement line $16, 500.00 processed July and August 2022 reimbursements $875.00
* Pcard line $2,617.50-$120.00
* Amount spent from the budget $995.00 remaining budget balance $24,005.00
* President Stewart asked Treasurer Irvin if the council was in receipt of her budget report.
* Treasurer Irvin states council is in receipt of budget allocation, but not budget expenditures of her report.

**Reimbursements**

* + - Asked council to submit on a timely monthly base, to avoid errors and possibly not receiving.
    - Will sign tonight if completed.
    - Accumulated is a lot of work. It is a big process for each submission.
    - Forms are in folders monthly.

**eChalk Invoice (cec5.org website) Discussion and Vote**

* + - Realizes the Communications Committee did not meet.
    - eChalk price quote (invoice) in folders. Council has to pay for every month that the council has not reached a decision. In theory the monthly charge could be more the longer it takes the council to reach a decision.
    - Communications Committee if going to meet needs to be timely. At least next month the council can vote.
    - Website is up to date and active. One issue was website not updated. Website is useful for the council.

***President Stewart:***

* + - Council has an eChalk invoice that has to be paid regardless of how the council feels. We need to move forward as we are behind (July, August, September and approaching October 2022). Council has more than enough funds to pay invoice. Every year the council struggles with making sure items are purchase for our school community and completely deplete funds. Council is not returning any funds. Please let us consider paying the invoice and move forward. Next year if the council want a different vendor, we can think about that now and plan for the New Year. Opposed to prolonging payment every month. President Stewart wanted to know thoughts from each councilmember.

***Vice President Barnhill:***

* + - Fine with approving eChalk for the rest of the year. A great resource the council investment. Last website was extremely outdated, not visually appealing to look at and the longer we take, we are not only wasting money, but there is information and resources that need to go on the website.

***Member Brown: Absent***

***Treasurer Irvin:***

* + - Fine with approving website. Website is up to date. Do not know why the council should not pay.

***Member Minsky:***

* + - Not sure if a motion is on the table. Approve to pay months owed, but yet not comfortable with signing a new contract.

***Member Peters:***

* + - Fine with approving for the year.

***Member Randolph***

* + - Fine with approving for the year.

***President Stewart***

* + - Fine with approving for the year.

***Secretary Williams:* Late arrival**

**eChalk 2022-2023 (cec5.org website) Invoice Vote**

Motion by Member Peters to pay eChalk for the year second by Vice President Barnhill voice vote for the record:

Yes: **5** No: **0** Absent **: 1** Late arrival: **1**

***Vice President Barnhill:*** Yes

***Member Brown:*** Absent

***Treasurer Irvin:*** Yes

***Member Minsky:*** Abstain

***Member Peters:*** Yes

***Member Randolph:*** Yes

***President Stewart:*** Yes

***Secretary Williams:*** Late arrival

***President Stewart:*** states the council is voting and need to decide and make a decision today. The council can vote on two things. One vote to pay the invoice as if we are going to use the website for the remainder of the year. Vote to pay the balance and tell them to turn the website off, but we still have to pay this invoice from July-October 2022 now. We have to make a decision. Pay for the entire year in our conversations President Stewart heard different things, but we have to vote on something. President Stewart asked the council if they would like to vote to pay the outstanding balance right now from July-October 2022.

***Treasurer Irvin***: asked President Stewart would the website turn off after October 2022.

***President Stewart***: yes, absolutely it will turn off

***Member Minsky***: why the website would turned off.

***President Stewart*:** states because it is outstanding when we pay them, we pay them in advance for the entire year, should have been paid in June 2022. eChalk was gracious enough to keep the website live, typically they will turn the website off on July 1, 2022. Grace period has run out. President Stewart ask each councilmember if they would like to pay the outstanding balance right now from July-October 2022 and turn the website off or pay for the entire year. Each councilmember responded.

***Member Randolph:*** pay for theentire year

***Vice President Barnhill:*** pay for theentire year

***Treasurer Irvin:*** pay for theentire year

***Member Minsky:*** deferred her vote until hearing Secretary William clarifying question. Pay for the year.

***Secretary Williams:*** did not remember the council talking about eChalk prior. Wanted clarity on emails/conversations with eChalk.

***President Stewart:*** we have been talking about it since June.

***CEC AA:*** shared eChalk telephone conversations with the council.

***Secretary Williams:*** thought echalk correspondence were thru email, and wanted to know how the conversations went. Wanted to know why the invoice was not paid. It is very expensive and not been utilized.

***Members Peters:*** vote for the whole year

***Secretary Williams:*** no for the whole year,but I am outvoted and it is a waste.

***President Stewart:*** yes for the entire year

Motion by President Stewart to pay the website for the entire year second by Vice President Barnhill voice vote for the record:

Yes: **6** No: **1** Abstain: **0** Absent: **1**

***Secretary Williams:*** at the last meeting we discussed bringing other solutions to the table, was that brought forth before? I know I came late I apologize. Were there other possibilities? Nobody.

***President Stewart:*** no one posed a possibility, the communications committeewas going to give a reporton any other additional information received. There was no report given. So, the council moved forward with a vote.

**Report of Superintendent**

Dr. Davenport greeted the community. This month concludes our first full month of school. We had a nice opening.

**Leadership Updates**

* + - C-30 Process for 5 Principals PS 133, PS 200, PS 318 (TMAL), 371 (SEED), and 362 (CSS) current principals there are I.A. (Interim Acting) all applications are due to the Department of Education by Friday, September 30th and from there a C-30 Committee will be established once resumes are sent to us. Then each school will be conducting a C-30 Process in conjunction with the Superintendent’s Office for the principals in those schools. Principals seated there now are only Interim Acting. They have to go thru a process. Once the process is complete, there will be a meeting with the School Leadership Teams (SLT) and we will move forward after background checks to see where they stand as far as who will be the principals in those buildings. There was an appointment at Eagle Academy in August Mr. Ahmed Edwards is the new principal. Dr. Cynthia Carmona-Davis is the new principal at TMA for high school.

**Assistant Principal**

* + - Two vacancies on record meaning they are in the application portal for process. Some schools are in the process of identifying vacancies for assistant principals that process as well has not been official yet.

**Principals PD: Focus on Progress Monitoring and SEL (Morningside)**

* + - Official test scores have been release. It has not been a pleasant sight to see our students not doing as well as we would like them to be doing. A plan has already been set to work with principals in each school, getting and looking at their data, what we need to do as a district to increase and improve academic learning and progress. The data could be a little misleading as well because not all of our students have tested. We had quite a few opt-outs during this whole process.
    - Social and Emotional Learning Program with Morningside, working with our principals and chapter chairs, on mindfulness to identify and recognize how to best support our students in the classroom and dealing with problem coping.

**D5 Initiatives:**

* World of Money Competition: want all our D5 schools to participate. World of Money will provide our students the opportunity to create a business plan and successfully finance the business plan. Competition is in three categories elementary, middle, and high school. Students will compete against one another. We want to boost financial literacy and prepare students to understanding the value of money better. Work to improve their outlook to save, the importance of saving and earning their money.
* Pilot Black Studies Curriculum Program: will participate as a district, before schools could opt out, all of our schools are opted in the whole school, class or teacher will have training in the DOE Curriculum in partnership with Teacher’s College. Program will be in our schools. Goal and hope is that all of our students will be immerse in the curriculum as well. We are one of a few in the districts starting the pilot, as a complete district.
* STEM Fair: bring back to highlight our student’s talent in Science, Technology, Engineering, and Math. We have a strong potential partnership with City College. Met with the President of City College. They are willing to support the district 110%. Provide our high school seniors the opportunity to a first-hand tour of the college, and establish partnership with all of our principals. Pleased to say City College is onboard with supporting District 5 and students 110%.
* Legislative Breakfast: opportunity for our school community in conjunction with all of our constituents, and stakeholders to participate in partnership with UFT (teachers union) Council Supervisors, Administrators, CEC, and District Office. To meet with Legislators talk about the concerns we have in our district and how they can best support us as we move forward and making sure our students have the resources they need to be successful in the classroom.
* CEC HS Student: vetting and hoping to have a high school student sitting on the CEC by next month.
* 100 Day Plan: July 1-September 28th accomplishments in the district. A lot of paper, we would like to have your email to support and put on the website so everyone can see the things we have done, continue to do supporting students around the Chancellor’s priority and district areas. One of the things most important we are not doing well with attendance. We have the lowest attendance rate from community school districts. Last year the attendance in District 5 was 83.8 or 9% that is not good or acceptable. One of our goals is to get at least 93%, which is still not good 100% is good. We want to get students in the classrooms at least, find out where they are, and why they are not coming to class. We are putting a new attendance outreach in place. We have a person on staff that will just primarily focus on working with and reaching out to our schools. Will be visiting/spot checking some schools the next two days. Looking at attendance procedure and policies, to find out what is going wrong, where the communication gaps are, and see what their process looks like. Identified some pupil account secretaries already in the district that can support other schools that need help and finding what the register lost is. Looks like we have some register loses in some schools. I hope that, not as significant where we have too access, but significant where they are going to lose some dollars. We need to figure out where the mishap is happening and correct it as soon as possible.

Dr. Davenport answered questions from the council.

President Stewart acknowledged D5 Deputy Superintendent, Dr. Dawn DeCosta, Executive Director of Operations and Support, Dr. Rahesha Amon, Colleen Lewis, PS 194 Assistant Principal, and Shavonne Glover, Urban Assembly for Performing Arts HS

**Speaker’s List**

Time allotted for the speaker’s list.

**Executive Session, Parent Coordinator Interview for CS 129 at 7:45pm**

President Stewart adjourned calendar meeting at 8:05PM

Submitted by: Lisa Kinsey, Administrative Assistant



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**CEC 5 Business Meeting Minutes**

**Wednesday, September 28, 2022**

Meeting called to order by President Stewart at 8:05PM. Roll call taken by Lisa Kinsey, which resulted in the following:

**Present:** Schadell Barnhill, Ayishah Irvin, Anna Minsky, Brian Peters, Denise Randolph, Pamela Stewart and Gina Williams

**Absent:** Fanta Brown (Unexcused)

**Bylaws: Committees**

* Communication: Member Minsky volunteered as chair. President Stewart appreciated Member Minsky volunteering to chair the committee.
* Food, Nutrition and Wellness: Task Force

***President Stewart*** express interest at keeping. When starting to recruit parents to join will be nice. Many parents are in the school building now and will be able to look at the food, make sure it is ok, and let the council know what is going on. We can invite the team to a meeting and address the community. President Stewart asked for council thoughts.

***Treasure Irvin*** absolutely especially with the Mayor’s announcement about council formed with celebrity chefs. Treasure Irvin thinks it is import that the council keep the task force in the bylaws. Task force may not have to meet monthly or every two weeks.

***President Stewart*** the council would be able to determine what that special would look like. If there is something, we want them to do. We can invite parents that will volunteer on call and have them sign-up in advance. Share with them we have something going on during this timeframe and have them report out and invite whomever we need to invite. President Stewart asked the council how does that sound.

***Member Minsky*** thinks the taskforce was most active when two councilmembers went around visiting all the kitchens. Council invited school food to come out and present. It was actually nice because they brought food.

***President Stewart*** they (Office of Food and Nutrition) have been trying to come, but it has not worked out.

***Member Minsky*** they (Office of Food and Nutrition) gave a nice presentation. If we could have them on the calendar that would really be a good presentation to promote parents to come to. Suggested as the council go on their school visits this month it would be a great opportunity when meeting with the PA (Ayishah hope you would mention at President’s Council) that this is something the CEC is interested in a task force that parents should feel free to join. We had a group of parents coming regularly from PS 36 because they were work up about the school food issue. I think it got better. Specifically at PS 36, food was cold/frozen.

***President Stewart*** has not received a complaint recently.

***Secretary Williams*** there are complaints all over about school food. Food that needs to be warm not thawed out in enough time, cold in the middle and around the area, food is hot. No kid wants to eat that it is nasty.

***President Stewart*** asked Secretary Williams if there were names of specific schools.

***Secretary Williams*** IS 286, PS 197, PS 133 has good food there while food was being prepared. TCCS students are taking breakfast for lunch as well. Students shared lunch is nasty. Lunch is the same thing cardboard pizza, no provisions made for students who have food allergies, peanut butter (clump) and jelly hardly no jelly, sandwiches, and meat is too thick (all schools that have these menu items) only school attended that have their own thing and an amazing cook is PS 133. The only school doing something like feeding children. In addition, breakfast waffles in the morning are cold. We really need to be attentive. Some children school food is their only meal. They need the meal in order to thrive. Sent council information from the state department trainings, food suggestions, worksheets, etc.

***President Stewart*** was it this academic year or last year. Before we move on to forming the committee. Shared being all about solutions. Thanked Secretary Williams for the information. If we are having issues now we need to address them with the appropriate people. We will send out an email inviting school food and address/talk about the issues in this space.

***Secretary Williams*** suggested sharing the information she shared from the state so that school food can get an idea.

***President Stewart*** sure they have the information, but yes that information can be printed and shared with school food.

***Member Minsky*** asked the council their comfortability for a communications committee meeting next Wednesday, October 5th.

***President Stewart*** Wednesdays are not good.

***Secretary Williams*** asked for an email with three possible dates for the communications committee meeting and a copy of the DLT meeting information on a regular.

***President Stewart*** the DLT provides all the information. We will make sure you get a copy.

***Treasure Irvin*** Vice President Barnhill attends the DLT meeting on behalf of CEC. When she gets the minutes, she can give a report to the members.

***President Stewart*** will ensure council gets a copy of the minutes.

* Bylaws: Treasurer Irvin volunteered as chair.

President Stewart adjourned the business meeting at 8:17pm.

Submitted by: Lisa Kinsey, Administrative Assistant