

**MINUTES**  
**Community District Education Council 30**  
**Calendar Meeting**  
**November 12, 2019**

The November Calendar Meeting of Community District Education Council 30 was held on Tuesday, November 12, 2019, in the Gymnasium of P.S. 2 located at 75-10 21<sup>st</sup> Avenue, Jackson Heights, NY 11370.

Deborah Alexander, Co-President, called the Calendar meeting to order at 6:34PM.

Ms. Alexander thanked the P.S. 2 school community for hosting the meeting.

The P.S. 2 Color Guard led the audience in reciting the Pledge and the National Anthem.

**Roll Call**

Shannon Lee, Recording Secretary, conducted roll call for the Calendar Meeting.

Present: Deborah Alexander  
Roberto Cruz  
Jonathan Greenberg  
Fatima Lakrafla  
Shannon Lee  
Amina Maiza (7:04PM)  
Nuala O'Doherty (6:47PM)  
Scott Sharinn (7:14PM)  
Gurjeet Kaur (Student Member)

Absent and Excused

Ka-Trina Harris (Medical)

**Contracts for Excellence (C4E) Public Hearing**

Dragomira Koleva, Senior Grants Officer, facilitated the Contracts for excellence Public Hearing which is required by NYS Law. The document is available on the DOE website. There were questions regarding class size reduction and the actual use of the funds. Funds are often used for AIS and push-in teachers, coaches and extra teachers. School budgets have limited flexibility.

**Dr. Philip A. Composto, Community Superintendent's Report:**

The Superintendent's report follows the minutes.

**Naming District 30 New School Q398**

The P.S. 398 school community discussed a name for their school and decided on "Hector Figueroa School." Deborah Alexander made a motion "to accept Hector Figueroa School as the name of P.S. 398Q." Nuala O'Doherty seconded the motion. Shannon Lee conducted a vote. All members were in favor. The motion passed.

**Public Agenda and Speaking Time**

Evan Rabin, owner of Premier Chess, gave updates as to future events and upcoming trips.

Alyce Aldige, teacher in District 30, asked about integration. Ms. Alexander stated that the district received a grant and that they were in the studying phase. They are gathering and analyzing data.

Elizabeth Jones, teacher in District 30, asked if integration will be a factor when zoning Long Island City and the response was yes. She also asked if the Council would pass a resolution supporting the suggestions if the School Diversity Advisory Group. Ms. Alexander explained that the Council will wait until after the SDAG presents at a meeting and community input is gathered.

A District 30 resident asked where the funding for Dream SHSI comes from but the answer is not known. Individual schools can get funding from donations and the parent association.

**Adjournment**

There being no further business Jonathan Greenberg made a motion to adjourn the meeting. Amina Maiza seconded. All in favor. Motion was passed unanimously. The meeting adjourned at 7:49PM.

Respectfully submitted,

Shannon Lee  
Secretary

**Superintendent’s Report**

**Community District Education Council CDEC30 Meeting**

**In support of the Framework for Great Schools under Supportive Environment**

**Dr. Philip A. Composto**

- C4E D30 Budget Presentation
- Elementary School Admissions

**Timeline**

<b>Admissions Process</b>	<b>Who Can Apply?</b>	<b>Application Timeline</b>
Gifted & Talented	Current pre-K through grade 2 students	Request testing by November 12; testing administered in January
Kindergarten	Children born in 2015	Early December - January 21
Pre-K	Children born in 2016	Early February - March 16
3-K	Children born in 2017	Early February - April 24

**FAQ**

- All NYC children can participate in our admissions processes, including children with disabilities and those whose home language is other than English.
- The application processes are not first-come, first-served. All applications received by the deadline are treated equally.

- All current 3-K and pre-K families need to submit an application to secure their seat for the following school year.
  - Children have priority to stay at their current school, but are not guaranteed a seat.
- Children applying to kindergarten have the highest priority to attend their zoned school.
  - All children have equal priority to attend their zoned school. This is true whether or not the child attended pre-K at their zoned school.
  - Zoned students who did not attend their zoned school for pre-K have a higher priority than non-zoned families who did attend pre-K at the school.
- All families that apply to kindergarten and pre-K are guaranteed an offer.
- Due to limited seat availability, only some families that apply to 3-K and Gifted & Talented will receive an offer through the admissions process. Families who do not get an offer are put on the waitlist for each program they listed on their application.

- **Naming Q398 – Proposed Name: Hector Figueroa School**

One of the first projects the school decided to engage in was the naming of the school. This project allowed founding students and families to feel a sense of commitment and investment to their new school because they participated in the official naming of the school.

- **CAPPING 2019-20 (as of 10/22/19)**

Capping grades in schools occurs when large number of families seek to enroll their children in our schools. When the schools have filled their classes on a grade to capacity, the NYC DOE will cap the grade and will provide an overflow site. The following schools have been capped, and an overflow site has been provided:

<b>Sending School</b>	<b>Number/Grade of Students</b>	<b>Receiving School</b>
<b>30Q084</b>	<b>2 – 3<sup>rd</sup> grade</b>	<b>30Q002</b>
<b>30Q329</b>	<b>4 – kindergarten</b>	<b>30Q222</b>
<b>24Q311</b>	<b>1 – 6<sup>th</sup> grade</b>	<b>30Q127</b>
<b>30Q204</b>	<b>1 – 8<sup>th</sup> grade</b>	<b>30Q126</b>

**Distribute DCAS Fact Sheet and Civil Service Exam Schedule**

The New York City Council enacted Local Law 173 of 2018 to provide prospective graduating seniors with important information related to the City’s civil service employment opportunities. To comply with the law, school officials or designee must distribute the civil service exam fact sheet and Fiscal Year 2020 civil service exam schedule (in hard copy or electronically), produced by the NYC Department of Citywide Administrative Services (DCAS), to all students in grade 12 by **November 15**. (See the attached.)

**Collect and Return Family Income Inquiry Forms for Title I Determinations**

School officials must collect Family Income Inquiry Forms and submit them to the DOE’s Office of Food and Nutrition Services (OFNS) by **December 20**, to help maximize their Title I-funding.

## **Material Distribution for the Big Apple Awards**

The DOE is recognizing teacher excellence through the Eighth annual Big Apple Awards program. This week, schools will receive a package of postcards to help them publicize this opportunity. Please work with your leadership team and parent coordinators to distribute the postcards to their school community.

## **Review Updated Chancellor's Regulations**

The Panel for Educational Policy (PEP) approved the revisions to Chancellor's Regulations CR A-831 (student-to-student sexual harassment) and CR A-832 (student-to-student discrimination, harassment, intimidation and/or bullying). School officials were asked to review these regulations and ensure that all staff, including non-instructional staff, are advised of relevant requirements. Among the revisions are:

- Provisions for students and parents to make complaints through the online portal;
- Further guidance on behavior that constitutes conduct in violation of the regulations, including behavior involving a single incident or a series of incidents;
- Requirements regarding who may be appointed to serve as Respect for All and sexual harassment prevention liaisons;
- Requirements to notify parents immediately, but no later than two (2) school days following receipt of a report;
- Further clarification and guidance on conducting investigations;
- Training requirements for principals and designees who conduct investigations of alleged student-to-student sexual harassment pursuant to Chancellor's Regulation A-831;
- Requirements to provide parents of the accused student and the alleged victim with written notification of the outcome of the investigation within ten (10) school days of the receipt of the report, absent extenuating circumstances;
- Further guidance regarding supports and interventions, including requirements on when Individual Support Plans (ISPs) must be developed; and
- Requirements on what information must be entered into Suspensions and Office of Hearings Online (SOHO) and Online Occurrence Reporting System (OORS).

## **Guidance on IEP Recommendations, Amendments, and Implementation**

All IEP recommendations must be determined by, and designed to address, the student's individual needs. Recommendations cannot be based on the services currently offered in a school, budget considerations, availability of staff or space limitations, if those services do not meet the student's needs in their least restrictive environment (LRE).

As noted in the SOPM, each student's IEP recommendation must be made by a duly constituted team, whose members may not be selected for the purpose of ensuring a particular recommendation or discouraging IEP team members from expressing their opinions on the student's needs. If school officials believe they are unable to fully implement a current or incoming student's IEP, they must request assistance from their BCO administrator of special education (ASE).

## **Encourage Students to Apply to Redesigned DREAM-SHSI Program**

The DREAM-SHSI program is an extracurricular academic program designed to help prepare eligible seventh-grade students for the Specialized High Schools Admissions Test (SHSAT), which is taken in the eighth grade. Previously, DREAM was comprised of two programs—a longer program called DREAM–Specialized High School Institute (DREAM-SHSI), and a shorter four-month program called the DREAM Summer/Fall Intensive. Beginning in the 2019–20 school year, these two programs will merge into one

eight-month program that will simply be called DREAM-SHSI. Students will begin the new program in February of their 7<sup>th</sup>-grade year and continue throughout the summer into the fall of their 8<sup>th</sup>-grade year.

### **NOVEMBER CALENDAR 2019**

**Tue, Nov 05, 2019**

Election Day/Chancellor's Conference Day for Staff Development (Students do not attend school)

**Wed, Nov 06, 2019**

Parent Teacher Conferences for Middle Schools and District 75 Programs (Evening)

**Thu, Nov 07, 2019**

Parent Teacher Conferences for Middle Schools and District 75 Programs (Afternoon)

**Mon, Nov 11, 2019**

Veterans Day Observed (Schools closed)

**Wed, Nov 13, 2019**

Parent Teacher Conferences for Elementary Schools and K-8 Schools (Evening)

**Thu, Nov 14, 2019**

Parent Teacher Conferences for Elementary Schools and K-8 Schools (Afternoon)

**Thu, Nov 21, 2019**

Parent Teacher Conferences for High Schools K-12 and 6-12 Schools (Evening)

**Fri, Nov 22, 2019**

Parent Teacher Conferences for High Schools K-12 and 6-12 Schools (Afternoon)

**Tue, Nov 26, 2019**

Panel on Educational Policy (PEP) Monthly Meeting (November)

**Thu, Nov 28, 2019-Fri, Nov 29, 2019**

Thanksgiving Recess (Schools closed)

**Tue, Dec 03, 2019**

Kindergarten Orientation Meeting - Queens - Evening Session

6:00 PM - 8:00 PM - P.S. 69 Jackson Heights