

**MINUTES**  
**Community District Education Council 30**  
**Calendar Meeting**  
**November 8, 2021**

The November Virtual Calendar Meeting of Community District Education Council 30 was held on Monday, November 8, 2021, via the Zoom platform.

Mr. Greenberg called the Calendar Meeting to order at 6:34 p.m.

**Roll Call**

Juliette-Noor Haji, Secretary, conducted roll call for the Calendar Meeting.

Present:

Deborah Alexander  
Kristina Berrouet  
Kelly Craig  
Jonathan Greenberg  
Juliette-Noor Haji  
Fatima Lakrafl  
Michelle Moore  
Chuck Park  
Marisela Santos  
Whitney Toussaint  
Esther Verhalle  
Ethan Wong

Jonathan Greenberg, President, explained the format of the meeting.

Superintendent Dr. Philip A. Composto introduced the new student member to the Council, Ethan Wong.

**Welcome PA/PTA Executive Board Officers**

Mr. Greenberg welcomed and thanked the District 30 parent leaders. Each had an opportunity to speak about their parent association and school.

**Resolution #156 Requesting an End to Discriminatory School Dress Codes**

Deborah Alexander read Resolution #156 and explained why she wrote it. Members and attendees spoke in support of the resolution but suggested that it be stronger. Ms. Alexander made a motion to table the resolution to the December meeting. Mr. Greenberg seconded the motion. All in favor. The motion passed.

**Office of District Planning Presentation: Review District 30 Needs and Priorities and Identify Possible School Changes to Address Needs**

Jai Greim, Director of Queens Planning, and Rebecca Lichtenstein, Associate Director of Planning, discussed District 30 needs and the zoning of Long Island City for P.S. 384. District Planning received funding to hire a facilitator for the zoning process. The process should begin in January 2022. The presentation and PowerPoint can be found on the CDEC website, [cec30.org](http://cec30.org).

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

The Superintendent's Report follows the minutes.

**Vote on Bylaws Amendment**

Mr. Greenberg read the proposed bylaws amendment. There was no public comment. Deborah

Alexander made a motion to approve the proposed amendment. Kelly Craig seconded. Juliette-Noor Haji conducted a roll call vote. All in favor. The motion passed.

### **Public Agenda and Speaking**

Mercedes Jennings, Senator Gianaris' Office, stated that the Senator's Office could assist with securing vaccines.

Michelle Moore read the Q&A. Attendees suggested the Council reach out to daycares and pre-schools in the area impacted by the rezoning.

Because of the late hour, the members agreed to re-schedule the business meeting.

### **Adjournment**

There being no further business, Kelly Craig made a motion to adjourn the meeting. Whitney Toussaint seconded. All in favor. The motion was passed unanimously. The meeting was adjourned at 11:00 p.m.

Respectfully submitted,

Juliette-Noor Haji  
Secretary

The recording of this meeting will be available at [cec30.org](http://cec30.org).

## **Superintendent's Report Community District Education Council CDEC30 November 8, 2021**

### **In Support of the Framework for Great Schools under Supportive Environment**

#### **Dr. Philip A. Composto**

- **District 30 – Superintendent's Presentation to the CEC**
  
- **Facilitate Contracts for Excellence Public Hearings for Fiscal Year 2022**

As in past years, DOE school districts received Contracts for Excellence (C4E) funding from the New York State Education Department (NYSED), and are required to engage in a C4E public-information process in each district. Similar to last year, the DOE has contacted all Community Education Councils (CECs), to request that the C4E public-information process presentation for fiscal year 2022 (FY22) be added to CEC fall meeting agendas. As noted on the C4E Annual Hearings page, district CEC hearings on C4E will be held virtually on December 13, 2021. The public information process for each district includes the following components:

- Public hearing(s) to provide an opportunity for oral and written comments to be submitted by any interested party;

- A 30-day public-comment period to provide an opportunity for parents and guardians, teachers, administrators, distinguished educators who are appointed pursuant to Education Law section 211-c, and other members of the public to submit written comments on the school district's proposed use of C4E funds; and
- Each school district must prepare a public comment record and assessment. Superintendents must facilitate the public hearings at their district's CEC meeting with support from a district budget representative. The C4E presentation should last approximately 15-20 minutes and will include a PowerPoint presentation with specific data related to each school district's C4E plan.

### **Update on In-School Meal Service**

To better support students, if schools are not currently utilizing the cafeteria for the hot meal-service model, they may consider transitioning back to this traditional model. The cafeteria can be safely used when adhering to all health and safety protocols, including social distancing, ensuring appropriate movement in and out of the cafeteria space, and avoiding mixing of cohorts to the greatest extent possible. During meals and snacks, students should be directed not to share food or beverages. To create a safe environment for students to eat in the cafeteria, school administrators should ensure the following:

- Designate a separate area or tables for students with known food allergies;
- Ensure that students are monitored for proper hygiene and social-distancing at mealtimes in a non-discriminatory manner.

### **Title I Schools: Conduct Annual Title I Parent Meeting and PAC Elections**

All Title I schools are required to implement Title I programs, in accordance with Section 1116 of the Every Student Succeeds Act (ESSA). All schools receiving Title I funds must conduct outreach to all parents and family members of students participating in the Title I program, and implement programs, activities, and procedures for the involvement of parents and family members.

### **Administration of SHSAT for the 2021–22 School Year**

School staff can now support their current students in grades 8 and 9 with registering for the Specialized High Schools Admissions Test (SHSAT), the exam that determines admission to the eight Specialized High Schools. The deadline to register for the SHSAT is **November 15**.

### **Test Dates and Locations for the SHSAT:**

- Like last year, DOE middle schools will administer the SHSAT to their current students in grade 8 on **December 2**; these students will take the test at their current school location.

- Registered students in grade 8 who attend charter, private, parochial, or independent schools, or who are homeschooled will test at a Central DOE location on Sunday, **December 5**, or Saturday, **December 11**.
- All registered students in grade 9 will test at a Central DOE location on Saturday, December 11, or Sunday, **December 12**.

### **Work-Based Learning and High School Internships**

- The DOE’s work-based learning (WBL) opportunities include authentic learning experiences that allow students to explore their career goals, abilities, and interests while applying their academic and technical knowledge and skills in a real-world setting. For the 2021–22 school year, and aligned with New York State Education Department (NYSED) guidelines, three models of work-based learning, including internships, can be offered.
- Please note that in alignment with the DOE’s COVID-19 Vaccination Requirement, all non-DOE personnel, such as community-based organization staff or intermediary providers, supporting students with WBL on-site as they perform virtual or in-person work, must show proof of COVID-19 vaccination to enter a DOE building.

### **Updated Situation Room Thresholds for School-Wide Investigations**

For the 2021–22 school year, the Situation Room thresholds for school-wide investigations to determine whether there is widespread transmission in a school have been updated to reflect the changing COVID-19 landscape in New York City. The criteria for school-wide investigations will be determined based on the size of the student body, the number of confirmed cases in the past seven (7) days, and the locations in the school building where the cases are found. The purpose of this investigation is to determine whether there is widespread transmission of COVID-19 within the school community. Schools under investigation will remain open until the conclusion of the investigation. The following thresholds are guidelines for the Situation Room to determine whether to conduct a school-wide investigation:

- Schools with 200 students or fewer: at least four (4) confirmed cases;
- Schools with between 201 and 1,000 students: confirmed cases of at least 2 percent of the enrolled student body;
- Schools with greater than 1,000 students: at least 20 confirmed cases.

If the results of the investigation determine that COVID is spreading within the school, across multiple locations, the school will close for 10 days and move to remote instruction.

### **Updates to Situation Room Policies and Procedures for Cases in School Buildings**

- Beginning **October 19**, when there is a confirmed positive case in a school, the Situation Room will provide a letter via the RTS portal for principals to distribute on school letterhead to the staff

and families (in all DOE-supported languages) of students who are not close contacts, but who share a classroom with the person identified as a positive case. Note that for students in grades K-12, if all students have been fully masked in the classroom, then only students who have been within three (3) feet of the positive case are close contacts and need to quarantine. These details will be reviewed by Test + Trace (T2) during the close contact investigation with the school.

- To ensure the Situation Room receives accurate information, principals are now asked to consult with teachers about cases in their classrooms, when the principal is unaware of seating arrangements or mask compliance.
- As of **October 19**, families with NYCSA accounts will receive their school's Daily Rollup when there is an active Situation Room intervention in their school.

### **Updates to Situation Room Policies and Procedures for Close Contacts**

As of October 20, positive COVID cases for adults no longer result in the quarantine of the entire classroom. The New York City Department of Health's Test and Trace (T2) will use the following guidelines to determine close contacts of adult cases:

- Close contacts are individuals, either students or adults, who have been within six (6) feet of a positive case for 10 minutes or more, regardless of whether they followed masking protocols. Close contacts must quarantine for 10 days from last exposure to the positive case, except:
  - If both the positive case and the close contact are students who have been fully masked, then K–12 students, who are more than three (3) feet and less than six (6) feet from the positive case, do not need to quarantine.  
  
However, those individuals are still considered close contacts and should be included on the close contact template for T2. They should be asked to monitor their health for COVID symptoms and get tested if they become symptomatic.
  - Vaccinated close contacts do not need to quarantine unless they have COVID-like symptoms.

### **Updates to Situation Room Policies and Procedures for Cases on School Buses**

- When there is a confirmed positive case on a school bus, the entire bus ridership, driver, and attendant will no longer automatically be considered close contacts. If it is possible to identify people who are within six (6) feet of a positive case for at least 10 minutes, only those people will

need to quarantine. When it is not possible to determine close contacts on the bus, all unvaccinated students will need to quarantine.

### **Updates to Situation Room Hours for Upcoming Holidays**

The DOE's Situation Room regular weekday hours are from 7:00 a.m.– 4:30 p.m.; the Situation Room is closed on Saturdays. Sunday hours are from 11:00 a.m. to 3:30 p.m. In observance of upcoming holidays in November and December, the COVID Response Situation Room hours are as follows:

- Tuesday, **November 2** (Election Day): Regular weekday hours;
- Thursday, **November 11** (Veteran's Day): Regular weekday hours;
- Thursday, **November 25** (Thanksgiving): Closed;
- Friday, **November 26**: Hours are 11:00 a.m.– 3:30 p.m.;
- Friday, **December 24** (Christmas Eve): Closed
- Monday, **December 27**–Thursday, **December 30** (Winter Recess): Hours are 8:00 a.m.– 2:30 p.m. weekdays;
- Friday, **December 31** (New Year's Eve): Closed.

### **Distribute Materials for Staff and Families and Complete Save for College Program Survey**

As noted in the September 14 edition of Principals Digest, every kindergarten student is eligible to join the Save for College Program in the 2021–22 school year, and it is required for every public school with a kindergarten class to ensure families are aware of the program. Principals were asked to share this information with families and school staff.

### **School Calendar and Attendance Release Policy Reminders**

The DOE school year calendar must be adhered to without exception; under no circumstances may schools deviate from the DOE school year calendar without Central approval. Full-day attendance releases are not permitted, and any missing daily attendance records for a day when a school is required to be in-session will be interpreted as an absence when reported to NYSED.

### **Updated 2021–22 Guidance for School-Based Events and Field Trips**

In alignment with the current visitor policy, the DOE has updated the following guidance on the 2021–22 School Year InfoHub page.

Use of DOE Space guidance now includes information on school-based events such as indoor and outdoor events, school photos, dances, and bake sales.

- Field Trips guidance now includes examples of permitted trips, including tri-state area trips and guidance regarding trips to indoor locations subject to vaccination mandates.

### **Field Trips**

*This page was last updated on October 25, 2021 at 4:58 PM.*

Schools should follow the rules and procedures outlined in Chancellor's Regulation A-670 in conjunction with the guidance below.

For the 2021-22 school year, schools may take field trips across New York City and tristate area settings under the conditions that:

- Students and staff remain in stable groups;
- Wear face coverings for the duration of the trip (even when outdoors);
- Maintain physical distancing when possible; and,
- Make every effort to keep students from interacting with the general public at trip sites.

Examples of permitted trips include:

- Walks around the neighborhood;
- Visits to parks, zoos, botanic gardens; and,
- Visits to cultural institutions (e.g. theaters, concert halls, dance centers, and museums).

At this time, out-of-tristate area school trips and all overnight trips (local/domestic/international) are not permitted. Future trip guidance is subject to COVID-19 positivity rates, variants, and continued CDC guidelines.

### **Trips to Indoor Locations Subject to Vaccination Mandates**

- When arranging field trips for students who are of vaccine-eligible age, schools should be aware that, as per [Emergency Executive Order 250](#), NYCDOE students on a field trip are exempt from vaccination requirements when attending a trip to an indoor premise, such as a museum or Broadway theater, in New York City.
- Schools should check with these indoor premises when booking field trips to ensure that they are in compliance with [Executive Order 250](#) and will not require vaccine proof for students. Schools should consult with Senior Field Counsel with questions.

### **Transportation**

- Schools may use charter coach buses for travel as yellow busing for school field trips is not currently available.
- If charter coach buses are not feasible, schools may use public transportation. Schools must ensure that students remain masked at all times while in transit.

### **Revisions to Chancellor's Regulation A-101**

The Chancellor's Regulation A-101 (Admissions, Readmissions, Transfers, and List Notices for All Students) has been updated to clarify the following, which reflects current policy:

- Children seeking to register at non-zoned schools outside of the admissions process should visit a Family Welcome Center to request a placement. Non-zoned schools must admit students throughout the year based on seat availability on a first-come, first-served basis.
- For children with IEPs who are new or returning to the DOE, the Committee on Special Education (CSE) or school will develop a Comparable Services Plan (CSP) to provide the child with services comparable to those described in a non-DOE IEP.

### **Support Families in Completing the Digital Equity Questionnaire**

In compliance with the New York State Education Department's (NYSED) request for information from families on student access to devices and internet connectivity, the DOE has added the NYSED's Digital Equity Family Questionnaire for families to complete through their New York City School Accounts (NYCSA); the questionnaire is available in all DOE-supported languages. Schools were asked to share this notification letter (available in all DOE languages by **November 4**) with families by **November 12** and encourage families to complete the questionnaire by **December 1**.

### **Public Release of the 2021 New York State Grades 3–8 ELA and Math Test Results**

The embargoed results for the 2021 New York State grades 3–8 ELA and math exams were released. The New York State Education Department (NYSED) has now lifted the embargo and publicly released the statewide score results. When sharing with families and staff, schools were reminded to ensure they are framing the results with the context that due to the impact of the pandemic, and depending on the percentage of students that took the tests at a school, or in a certain grade or class, the results may not be representative of the school's student population. These results should not be used as the sole data source for understanding student performance last year and should not be compared to test results from prior years.

### **Deadline Extension for Special Education Recovery Services**

The deadline to initiate recovery services is December 6 (extended from November 15). By December 6, services must commence for the highest priority students (within priority group 1). Additional students will be offered services on a rolling basis, as additional staff become available to support the program.