

## **CDEC 29Q ANNUAL Meeting Minutes, Thursday, July 15, 2021 @ PS/IS 270Q**

- **Call to Order** – Annual meeting called to order at 7:15 pm by Nicole Hammond.
- **Roll Call** – Dr. Kim West
  - **Present:** Rehana Begum, Nicole Hammond, Tariq Khan, Esther Lelievre, Jermaine McCalpin, Kim West.
  - **Absent:** Asma Akter, Christina Bailey, Latasha Wilson
  - **Quorum reached.**
- **Annual Meeting:**
  - Past CDEC 29Q President Nicole Hammond read the annual meeting script of the election process to the members and the public. Everyone acknowledged acceptance of the annual meeting process.
- **Election of Chairman Pro Tem:**
  - Kim West nominated herself to be Chairman Pro Tem. All CDEC members in attendance agreed, no one opposed.
  - Roll Call Vote for Chairman Pro Tem: Rehana Begum - Yes, Nicole Hammond - Yes, Tariq Khan - Yes, Esther Lelievre - Yes, Jermaine McCalpin - Yes, Kim West – Yes.
  - Kim West elected Chairman Pro Tem to facilitate election process with 6-Yes votes.
- **Election of Officers:**
  - Jermaine McCalpin nominated Nicole Hammond for President. Nicole accepted the nomination. There were no other nominations for President.
    - Roll Call Vote: Rehana Begum - Yes, Nicole Hammond - Yes, Tariq Khan - Yes, Esther Lelievre - Yes, Jermaine McCalpin - Yes, Kim West – Yes
    - Nicole Hammond elected President with 6 – Yes Votes.
  - Kim West turned the election process over to newly elected President Hammond. Nicole proceeded to facilitate elections of remaining officers.
  - Election of First Vice President: Dr. West nominated herself; Esther Lelievre nominated herself.
    - Both candidates given two minutes to explain why they want to serve in the position.
    - Dr. West rescinded her nomination based on E. Lelievre’s speech. Dr. West shared the importance of parents participating in the education process, while stating that it is not about title but advocacy.
    - Roll Call Vote: Rehana Begum - Yes, Nicole Hammond - Yes, Tariq Khan - Yes, Esther Lelievre - Yes, Jermaine McCalpin - Yes, Kim West – Yes.
    - Esther Lelievre elected First Vice President with 6 – Yes Votes.
  - Nicole Hammond nominated Dr. Jermaine McCalpin for Second Vice President. Jermaine McCalpin accepted the nomination. No other member nominated for Second Vice President.
    - Roll Call Vote: Rehana Begum - Yes, Nicole Hammond - Yes, Tariq Khan - Yes, Esther Lelievre - Yes, Jermaine McCalpin - Yes, Kim West – Yes
    - Jermaine McCalpin elected Second Vice President with 6 – Yes Votes.

- Nicole nominated Rehana Begum for Recording Secretary. Rehana accepted the nomination.
    - o Roll Call Vote: Rehana Begum - Yes, Nicole Hammond - Yes, Tariq Khan - Yes, Esther Lelievre - Yes, Jermaine McCalpin - Yes, Kim West – Yes
    - o Rehana Begum elected Recording Secretary with 6 – Yes Votes.
  - Jermaine McCalpin nominated Kim West for Treasurer. Kim West declined the nomination.
  - Kim West nominated Tariq Khan for Treasurer. Tariq accepted the nomination.
    - o Roll Call Vote: Rehana Begum - Yes, Nicole Hammond - Yes, Tariq Khan - Yes, Esther Lelievre - Yes, Jermaine McCalpin - Yes, Kim West – Yes
    - o Tariq Khan elected Treasurer with 6 – Yes Votes.
- **Adjournment** – Annual meeting adjourned at 7:35 pm.

## **CDEC 29Q CALENDAR Meeting Minutes - Thursday, July 15, 2021 @ PS/IS 270Q**

**Call to Order:** Calendar meeting called to order at 7:35 pm by the newly elected CDEC 29Q President Nicole Hammond.

**Roll Call** – Newly elected Recording Secretary Rehana Begum

- **Present:** Rehana Begum, Nicole Hammond, Tariq Khan, Esther Lelievre, Jermaine McCalpin, Kim West.
- **Absent:** Asma Akter, Christina Bailey, Latasha Wilson
- **Quorum reached.**

**CDEC 29Q President's Report** – Nicole Hammond

- President Hammond welcomed the public back to in-person meetings.
- Acknowledged the newly elected Councilwoman Mrs. Selvena Brooks-Powers, Parent Coordinators in attendance, District Office staff, American Debate League director Richard Connelly, and parents and families.
- President Hammond stated she looks forward to reimagining and reengaging District 29Q parents.

**Community Superintendent's Report** – Superintendent Beverly Mitchell

- Superintendent Mitchell welcomed the newly elected CDEC 29Q members, and thanked Principal Harper for hosting the evening's meeting. In addition, acknowledged PS/IS 270Q AP Johnson and Jones, District Office Staff, Principal, teachers, parent coordinators, parents and families, and DOE colleagues that in attendance.
- Superintendent Mitchell review her monthly report (available upon request)
- Superintendent Mitchell announced a Save-the-date for District 29 Homecoming event at IS 59Q on September 18, sponsored by Imagine Learning.
- Superintendent Mitchell opened the floor for questions and/or comments. There were no questions from the public.

**Presentation to Students** – Dr. Kim West representing the Graduation Committee

- Dr. West facilitated the process of distributing medals to students selected to represent their schools at the CDEC 29Q Graduation Ceremony.

**District 29Q Presidents Council Report** – No one from Presidents Council in attendance.

**Public Agenda Session: Speaker's List**

- Councilwoman Selvena Brooks-Powers: newly elected Councilwoman announced her education policies and allocations. Announced plans to hold a Community Budget Briefing soon. Explained 95% of Budget went to school infrastructure. Stated she would continue working with the Community to assess their needs.
  - President Hammond informed the Councilwoman that CDEC 29Q would schedule a meeting with her office shortly.

- Richard Connelly discussed the American Debate League program.
- Venus Ketchum, Parent Advocate for Black students, encouraged families to be involved with their child's education and speak up when needed.
- Ari-Innis, Councilman I Daneek Miller's Office report:
  - Family Fun Day/Bankra Festival on 7/31 @ St. Albans Park, 12-8pm
  - Announced Council Member is pushing for technology access for every student in their home; CDEC 29Q member Esther Lelievre questioned whether workshops for parents regarding Technology, especially for Multilanguage families, considered by the Councilmember?
  - Reported NAACP is working with families to provide technology training.
- CDEC 29Q member Tariq Khan asked if students would be required to return their devices. Superintendent replied that students would keep their devices to engage in remote learning throughout the school year.
- Dr. West advocated for the importance of all students knowing at least two (2) languages.

**Adjournment:** Calendar meeting adjourned at 8:45 pm. All members were in favor of the adjournment.

## **CDEC 29Q BUSINESS Meeting Minutes, Thursday, July 15, 2021 @ PS/IS 270Q**

**Call to Order:** Business meeting called to order @ 8:50 pm by CDEC 29Q President Nicole Hammond.

**Roll Call** – Recording Secretary Rehana Begum

- **Present:** Rehana Begum, Nicole Hammond, Tariq Khan, Esther Lelievre, Jermaine McCalpin, Kim West.
- **Absent:** Asma Akter, Christina Bailey, Latasha Wilson
- **Quorum reached.**

### **Treasurer's Report**

- Activity Reports & Reimbursement Request Forms
  - President Hammond reviewed the activity report and reimbursement forms that members are required to submit on a monthly basis.
- 2021-2022 Operating Budget
  - Council Members reviewed the Proposed Operating Budget for the 2021-2022 school year as follows:
    - Allocation of \$4,100 to General Supplies
    - Allocation of \$1,000 to the Procurement Card
    - Allocation of \$14,000 to Member Reimbursements
    - Allocation of \$2,400 for CDEC 29Q Meeting & Events
    - Allocation of \$1,920 for the Copier Lease
    - Allocation of \$180 for Ionos Website host
    - Allocation of \$1,000 for Constant Contact
      - Total Budget Allocation \$25,000
- CDEC 29Q member Jermaine McCalpin made a motion to approve the proposed Budget Allocation. CDEC 29Q President Hammond second the motion on the table.
- Roll Call Vote to approve Budget Allocation: Rehana Begum - Yes, Nicole Hammond - Yes, Tariq Khan - Yes, Esther Lelievre - Yes, Jermaine McCalpin - Yes, Kim West – Yes
- Budget Allocation approved with 6 - Yes Votes.

### **Old Business/New Business**

- President Hammond Report:
  - Advised members to create a separate Gmail account (First Name, Last Name adding [cdec29q@gmail.com](mailto:cdec29q@gmail.com); example: [Nicolehammondcddec29q@gmail.com](mailto:Nicolehammondcddec29q@gmail.com)).
  - President Hammond added creating the Gmail account would allow members to streamline information relating to CDEC 29Q.
  - President Hammond stated she would order CDEC 29Q Business cards for members.
  - Moving forward President Hammond would like members to discuss goals of CDEC 29Q for 2021-2022 school year term, discuss the diversity of D29 and how best to communicate with families, and the CDEC 29Q Website.

- Superintendent Mitchell Report to CDEC 29Q Members
  - In response to the District 29Q Community Concerns regarding education, The NYC Academic Recovery Plan magnified in District 29. This would include:
    - I-ready to all D29Q schools, among other policies.
    - Marketing Campaign to highlight school programs.
    - Assessment Accountability; share data with D29 community.
    - Schools will provide opportunities for students to highlight their talents and abilities.
    - Additional student government and leadership opportunities for students.
    - Hiring Parent Coordinators for schools without one, schools can hire from outside of DOE.
  - Principal vacancies: PS/IS 268Q, PS 181Q, PS 36Q, and IS 192 (Ap's of respective schools will serve as acting until permanent candidates are hired.)
    - Question from CDEC Member Kim West: Will CECs take part in school C30 process. Superintendent Mitchell replied, CEC members would not take part in school C30 processes.
  - Superintendent Reported the Summer Rising Program started with challenges due to more students signing up than staff to instruct them. Sites are beginning to fill the gaps and the process is better.
  - Reported DOE want to increase the number of community schools and Beacon Programs in District 29Q.
  - CDEC 29Q Members discussed with Superintendent Mitchell, a requirement of a high school student for the Council.
  - CDEC 29Q Meeting Schedule 2021-2022:
    - President Hammond suggested the council host meetings at District 29Q high schools. This would allow parents a more in depth look of programs offered in the district.
    - Council Members agreed to the suggestion and requested the administrative assistant make the necessary arrangements.
  - School Liaison List: President Hammond asked members to review the list of District 29Q schools and choose a school you wish to represent.

**Adjournment:** Business meeting adjourned at 10:00 pm. All members in attendance were in favor to adjourn the meeting. No one opposed.

**Annual, Calendar and Business meeting minutes** submitted by CDEC 29Q Administrative Assistant Nakida Chambers-Camille.