

## **CDEC 29Q CALENDAR Meeting Minutes, Thursday, August 19, 2021 @ PS/IS 270Q**

- CDEC 29Q President Hammond called the meeting to order at 6:46 pm
- **Roll Call:**
  - **Present:** Nicole Hammond, Esther Lelievre, Jermaine McCalpin, Kim West.
  - **Excused Absence:** Tariq Khan
  - **Absent:** Asma Akter, Christina Bailey, Rehana Begum, Latasha Wilson
  - **No Quorum**
- **CDEC 29Q President's Report – N. Hammond**
  - President Hammond welcomed families and school community.
  - Reported NYC DOE safety protocols: mask mandate, social distancing, testing, and cleaning.
  - Reported CDEC 29Q Council is in the process of defining Goals & Objectives for the 2021-2022 school year.
  - President Hammond invited CDEC Members to introduce themselves to attendees.
    - President Hammond acknowledged that CDEC members are volunteers and she thanked her fellow members for their service.
  - CDEC 29Q Haiti Solidarity Statement: CDEC Vice President Ms. Lelievre read CDEC 29Q public declaration of solidarity with the people of Haiti and her New York Diaspora as it recovers from the devastation of the most recent Earth Quake. Ms. Lelievre read the statement in English and Haitian Creole.
- **Community Superintendent's Report – Superintendent Beverly Mitchell**
  - Superintendent Mitchell brought greetings and salutations to attendees.
  - Reported Summer Rising Academic program concluded on August 13. The summer camp portion of the program ends on August 20.
  - Extended congratulations to eight grade summer school graduates. The Graduation ceremony took place a week prior.
  - Superintendent Mitchell advised attendees, the District Office is working with principals and Queens South Borough Office to prepare for school opening, and resolving any challenges schools may have.
    - Announced DOE Central will provide staff to support with classroom management and Cafeteria supervision.
  - District 29Q is preparing for a welcoming school opening for all; this includes school administrators, teachers and staff.
  - Superintendent Mitchell reported on NYC DOE investment in assessment screening for schools. The tools include professional learning programs for parents.
  - Superintendent Mitchell reported that Safety Requirements for entering school buildings include vaccinated or weekly testing status. NYC DOE encourage students 12 and older to get the Pfizer vaccine.

- Superintendent Mitchell announced district would implement initiatives to increase communication to parents as a priority.
- Superintendent Mitchell reported the District Office would keep parents abreast of any school changes regarding Delta variant. As of this evening meeting, (8/19/2021) school will begin on September 13.
  - Superintendent encouraged parents to review school calendar for dates that are synchronize (in-person learning) versus asynchronous (remote learning) for specific school days.
- Announced Kids Rise scholarship program. Encouraged parents to apply.
- Superintendent Mitchell asked attendees for feedback, feelings regarding students returning to school.
  - District office will send a survey to the District asking students and families for feedback regarding return to school.
- Feedback:
  - What are the technology needs of the district? Superintendent Mitchell reported she is ensuring everyone has device, Principals have list of students who do not have devices.
  - DOE approach to possible COVID-19 outbreaks: Superintendent Mitchell reported the situation room would still be in effect this school year.
  - How is C.P.S.E. addressed with new students entering the school system? Superintendent Mitchell reported CPSE screening would take place at early childhood sites, and will rollover when students enter elementary levels. Reported District office will continue to find ways to improve communication to parents in this area.
  - Question regarding Robotics grant, Superintendent Mitchell replied the program started as a rollout with PS 156Q as a pilot, then was redistributed to other districts for the second year.
    - PS 156Q PC reported the school won 3rd place at a State Robotics competition.
    - Superintendent Mitchell replied her office would research to find out if the funding still exist.
  - Question about ways to bring parents together to reinforce what is happening in the classroom. Superintendent's office will support schools to set up this type of structure.
    - Dr. West added the importance of parents attending SLTs, PTAs and DLT meetings.
    - Esther added buddying up with other class parents is helpful. Also reminded families that teacher office hours are still taking place every Tuesday. Recommends telephone conference if parent cannot attend in person. Helps to keep parents abreast of child's progress. Superintendent also emphasized the use of school's platform, i.e.: class dojo, NYSCA, etc.
    - Dr. West asked Superintendent's office to support distribution of CDEC 29Q meeting notices and events.
    - Jermaine suggested parents check out the workshops available through FACE sponsored Parent University.

- Superintendent's office announced the purchase of K-volved, a communication tool that directs messages directly to parents, in their own language. Added District office will ensure schools offer training on communication tools they use.
- Are classroom back at full capacity? Response: classroom capacity is at 3ft distance, even when in the gymnasium.
- Parent Coordinator added, NYSCA account challenges are due to outdated information in ATS.
- Question: Is the district having issues with teacher, para, or staffing in preparation for opening. Superintendent replied DOE Central would fund additional teachers, staff and furniture. Operations teams are currently assessing buildings to ensure safety protocols is in place.

- **Speaker's list**

- Lynette Barfield, State Senator Leroy Comrie's office: presented certificates to CDEC members on behalf of Senator. Announcements: Breastfeeding event, easy pass pop-up, Black Owned Business Expo.
- Ari-Innis, City Councilman I. Daneek Miller's office: Family Fun Day Events.
- Assemblywoman Alicia Hyndman
  - Congratulations to CEC members.
  - Acknowledged Superintendent and staff, and PCs in attendance
  - Announced: Back to school pop-up Cheese bus will travel around district distributing supplies.
  - Pledged to continue to award CDEC 29Q funds for parent engagement events.
  - Reported PEBT CARDS have been loaded.
- Bibi Matadin from FACE, acknowledged CEC 28 member Natifa Lewis in attendance.

- **Calendar Meeting Adjourned** by President Hammond at 8:04 pm.

## **CDEC 29Q BUSINESS Meeting Minutes, Thursday, August 19, 2021 @ PS/IS 270Q**

- Business Meeting called to order at 8:19 pm.
- **Roll Call:**
  - **Present:** Nicole Hammond, Esther Lelievre, Jermaine McCalpin, Kim West.
  - **Excused Absence:** Tariq Khan
  - **Absent:** Asma Akter, Christina Bailey, Rehana Begum, Latasha Wilson
  - **No Quorum**
- **CDEC 29Q Bylaws**
  - Bylaws on the table.
    - Members will review, make notes, add to Google doc.
    - Bylaws check-in using FACE call on Sept. 1st & 15th, to go over line by line. Council can review the new template to assess what changes can be amended.
    - Council agreed to make Bylaws review first order of business during first meeting in July.
- **School Liaison List**
  - President Nicole reported there are six solid members who must cover schools in preparation for school opening.
  - School visits will include meeting principals and staff; principals would usually offer a tour of the school. PCs will engage with members to provide better connection with parents, connect with PTA members. Members were encouraged to look at school utilization report before school visit. Members are encouraged to attend school's SLT meeting.
  - Superintendent's suggested new members shadow returning members.
- **Superintendent Report to CDEC members**
  - Melody Davis title was changed to Elementary School Principal
  - District office has initiatives for engaging with CDEC.
  - September 18 homecoming to welcome everyone back as a culminating event. Each school will host a Homecoming Event during week.
  - Questions from CDEC members
    - Members asked for District goals to align them with CDEC GOALS.
    - Members requested District data information to include demographics breakdown of the district.
    - Members asked about High School Student appointee to CDEC 29Q, suggested the possibility of appointing the High School MBSK representative to CDEC.
- **Adjournment:** Business meeting adjourned at 9:00 pm. All members in attendance were in favor to adjourn the meeting. No one opposed.
- **Calendar and Business meeting minutes** submitted by CDEC 29Q Administrative Assistant Nakida Chambers-Camille.