



# COMMUNITY EDUCATION COUNCIL 19

557 Pennsylvania Avenue ~ Room 201 ~ Brooklyn, NY 11207

PHONE: (718) 240-2743 ~ FAX: (718) 240-2750

EMAIL: [CEC19@schools.nyc.gov](mailto:CEC19@schools.nyc.gov)

## Annual Election Meeting Minutes September 14, 2021

### Meeting via virtual Zoom.

The meeting was called to order by Ms. Jenise Narvaez at 6:20pm

The following members were **Present**: Sefrina Boodram, Tion Prescott, Patricia Powell, Joyce French, Evelyn Pugh, Yina Cepeda and Tabatha Foster. Unexcused absence: Jesenia Montalvo and Takisha Cody.

Ms. Narvaez called the first order of business to elect a chair **Pro Tem** who will preside during the election of officers or until such time as a new president of the council has been elected. Following the election of the council president, we will conduct the other officer elections.

Ms. Narvaez "Are there any nominations for chair *Pro Tem*?" Ms. Boodram nominated herself for Chair Pro Tem. Roll call vote for Ms. Boodram to continue as Pro Tem (YES) Sefrina Boodram, Tion Prescott, Patricia Powell, Joyce French, Evelyn Pugh, Yina Cepeda and Tabatha Foster.

### Election of Officers for school year 2021-2022:

Ms. Boodram opens the nominations for the Office of President.

**Office of the President:** Ms. Joyce French nominated herself for the Office of President and Mr. Tion Prescott nominated himself for the Office of President. Candidates (Ms. French and Mr. Prescott) each gave a 2 minute speech.

\*\*\*For Joyce French (JF) or Tion Prescott (TP) - **(ROUND #1)** Patricia Powell (TP), Sefrina Boodram (JF), Tion Prescott (TP), Yina Cepeda (TP), Tabatha Foster (TP), Joyce French (JF) and Evelyn Pugh (JF).  
Round #1 Results: (3 votes for Ms. French and 4 votes for Mr. Prescott. No, President was elected in round #1.

Ms. Boodram releases her duties as Chair Pro Tem. Ms. Evelyn Pugh nominated herself to become Chair Pro Tem. Ms. Pugh opens the nomination for the Office of 1<sup>st</sup> Vice President.

**Office of the 1<sup>st</sup> Vice President:** Ms. Sefrina Boodram nominated herself for the Office of 1<sup>st</sup> Vice President.

### \*\*\*For Sefrina Boodram (SB) - **(Round #1)**

Roll call vote to elect Ms. Sefrina Boodram (SB) to the Office of 1<sup>st</sup> Vice President by the following members: Patricia Powell (Yes), Sefrina Boodram (Yes), Tion Prescott (Yes), Yina Cepeda (Yes), Tabatha Foster (Yes), Joyce French (Yes) and Evelyn Pugh (Yes).

Round #1 Results: (7-Yes). **Congratulations, Ms. Boodram. She has been elected to serve as council 1<sup>st</sup> Vice President for the 2021-2022 term.**

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Ms. Pugh releases her duties as Chair Pro Tem. Ms. Boodram becomes the Chair Pro Tem until all offices are completed.

Ms. Boodram opens the nomination for the Office of 2<sup>nd</sup> Vice President.

**Office of the 2<sup>nd</sup> Vice President:** Ms. Patricia Powell nominated herself for the Office of 2<sup>nd</sup> Vice President.

**\*\*\*For Patricia Powell (PP) - (Round #1)**

Roll call vote to elect Ms. Patricia Powell to the Office of 2<sup>nd</sup> Vice President by the following members: Patricia Powell (Yes), Sefrina Boodram (Yes), Tion Prescott (Yes), Yina Cepeda (Yes), Tabatha Foster (Yes), Joyce French (Yes) and Evelyn Pugh (Yes). Round #1 Results: 7 (Yes). **Congratulations, Ms. Powell. She has been elected to serve as council 2<sup>nd</sup> Vice President for the 2021-2022 term.**

Ms. Boodram opens the nominations for the Office of Recording Secretary.

**Office of Recording Secretary:** Ms. Tabatha Foster nominated herself for the Office of Recording Secretary.

**\*\*\*For Ms. Tabatha Foster (TB) - (Round #1)**

Roll call vote to elect Ms. Tabatha Foster to the Office of Recording Secretary by the following members: Patricia Powell (Yes), Sefrina Boodram (Yes), Tion Prescott (Yes), Yina Cepeda (Yes), Tabatha Foster (Yes), Joyce French (Yes) and Evelyn Pugh (Yes). Round #1 Results: 7 (Yes). **Congratulations, Ms. Foster. She has been elected to serve as council Recording Secretary for the 2021-2022 term.**

Ms. Boodram opens the nominations for the Office of Treasurer.

**Office of Treasurer:** Ms. Evelyn Pugh nominated herself for the Office of Treasurer.

**\*\*\*For Ms. Evelyn Pugh (EP) - (Round #1)**

Roll call vote to elect Ms. Evelyn Pugh to the Office of Treasurer by the following members Patricia Powell (Yes), Sefrina Boodram (Yes), Tion Prescott (Yes), Yina Cepeda (Yes), Tabatha Foster (Yes), Joyce French (Yes) and Evelyn Pugh (Yes). Round #1 Results: 7 (Yes) **Congratulations, Ms. Pugh. She has been elected to serve as council Treasurer for the 2021-2022 term.**

Ms. Boodram opens the nominations for the Office of Timekeeper.

**Office of Timekeeper:** Ms. Yina Cepeda nominated herself for the Office of Timekeeper.

**\*\*\*For Yina Cepeda (YC) - (Round #1)**

Roll call vote to elect Ms. Secia Perez for the Office of Timekeeper position by the following members: Patricia Powell (Yes), Sefrina Boodram (Yes), Tion Prescott (Yes), Yina Cepeda (Yes), Tabatha Foster (Yes), Joyce French (Yes) and Evelyn Pugh (Yes). Round #1 Results: 7 (Yes). **Congratulations, Ms. Cepeda. She has been elected to serve as council Office of Timekeeper for the 2021-2022 term.**



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Ms. Boodram opens the nominations for Office of President. Ms. Joyce French nominated herself for the Office of President and Mr. Tion Prescott nominated himself for the Office of President.

**2<sup>nd</sup> round voting - Office of the President:**

\*\*\*For Joyce French (JF) or Tion Prescott (TP) - **(ROUND #2)** Patricia Powell (TP), Sefrina Boodram (TP), Tion Prescott (TP), Yina Cepeda (TP), Tabatha Foster (TP), Joyce French (JF) and Evelyn Pugh (JF).

Round #1 Results: 2 votes for Ms. French and 5 votes for Mr. Prescott. No, President was elected in round #2.

Elections for Office of President will be on hold until the next CEC Calendar Meeting.

The elections were completed, 1<sup>st</sup> and 2<sup>nd</sup> Vice Presidents, Recording Secretary, Treasurer and Timekeeper positions were filled. The meeting was adjourned at 7:02pm.

Submitted and created by Ms. Jenise Narvaez, Administrative Assistant

\_\_\_\_\_ Date: \_\_\_\_\_

Approved by Recording Secretary

\_\_\_\_\_ Date \_\_\_\_\_

Minutes approved by Council

on \_\_\_\_\_



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## Calendar Meeting Minutes September 14, 2021

Calendar Meeting Start Time: 7:03pm

Ms. Sefrina Boodram opens meeting.

**Roll call of attendees:** Sefrina Boodram, Tion Prescott, Patricia Powell, Joyce French, Evelyn Pugh, Yina Cepeda and Tabatha Foster. Unexcused absence: Jesenia Montalvo and Takisha Cody.

**CEC President's Report:** No report.

**Community Superintendent's Report:** Dr. Tamra Collins, Acting Community Superintendent reported on the following:

Welcome Back- District 19 Homecoming First Day Back to School events.

New principals: Neffertiti Lee (PS 159) and Wendy Abrego (P7)

### **Back to School Re-opening plan: Staying Healthy While at School**

- Mandatory use of face coverings for all unless have a medical exemption, regardless of vaccination status. *A face covering is any well-secured cloth or disposable mask that covers a person's nose and mouth. A face covering with an exhalation valve or vent cannot be used on school property as exhalation valves allow unfiltered exhaled air to escape to others. Face shields are not appropriate substitutes for face coverings.*
- Three feet of physical distancing. *(DOE is working with schools to increase ventilation through the use of additional air purifiers, where 3 feet is not possible.)*
- People 12 years and older are eligible for COVID-19 vaccinations
- Every school, starting in grade 1, will have 10% of their consented, unvaccinated student population selected twice a month for ongoing random surveillance testing. *(Families can give consent for testing through their student's [New York City Schools Account \(NYCSA\)](#) ([Open external link](#)).*
- Visitor Policy: School Visitor Policy Effective Monday, September 13, all visitors to DOE school buildings are required to provide proof of COVID-19 vaccination (1 dose), in order to enter the building, except in the case of an emergency. This proof may be provided in several ways. In order to enter the building, a visitor must:  
Show identification, • have proof of vaccination, • complete the daily health screening form, • wear a face covering.
- Student Arrival: Schools will have procedures in place to ensure that everyone who enters the building each day has passed the health screening at home or prior to entry to the school building.
- A health screening must be completed, ideally at home, by all students, staff, and visitors before entering NYCDOE school facilities.

Approved on 10/5/2021



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- Student Lunch: When eating, students must maintain three feet of physical distance and should be seated in such a way that they are facing away from one another. Schools may utilize other spaces, including but not limited to classrooms, auditoriums, gyms, and outdoor spaces for cafeteria use.
- Medically Necessary Instruction: Any family with a student who is immunocompromised due to a medical condition or treatment for a medical condition may apply for medically necessary instruction. Applications from families with any condition not listed will undergo review to determine eligibility. For additional information about the application process and eligibility, please visit [homeinstructionschools.com](http://homeinstructionschools.com).
- Homeschooling: If a parent elects to take responsibility to educate their child at home instead of the DOE, they will need to submit a letter of intent to: [letterofintent@schools.nyc.gov](mailto:letterofintent@schools.nyc.gov) and a member of that team will connect with them to follow up on those arrangements.

## District 19 Priorities for SY 2021-2022:

### Math

- Access and opportunity to high-quality instruction
- Focuses on students engaged in productive struggle to get to conceptual understanding & problem-solving utilizing Eureka Math
- Lifting mathematics within E-STEAM initiatives and using technology to further learning

### Early Childhood Literacy

- Ensuring all students are reading and writing by the end of Grade 2
- Providing high-quality foundational literacy instruction
- Utilizing digital platforms to create personalized learning paths
- 

### CRSE Practices

- Developing a shared understanding of CRSE
- Integrating Social-Emotional and Academic Learning
- Investing in MLL/SWD utilizing UDL/SDI/DI
- Ensuring students are engaged in curricula that's inclusive
- Monitoring the impact of structures to accelerate learning
- Ensuring students are able to see themselves and identify intellect, skills, and criticality.

Equity-Driven Leadership and Culturally Responsive & Sustaining Education.

D19 Vision/Goal: Accelerate Academic Learning for Every Student:

### Social Emotional Learning (SEL):

- Homecoming: Back to School Events
- 9 Days of SEL: Ensuring our school environments are welcoming and affirming
- Social Workers in schools

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- Partnerships with Community Based Organizations to support Mental Health & Wellness

## Accelerate Academic Learning:

- Provide academic support to all students to close learning gaps
- Each school will have a structure in place to accelerate learning for students
- Know each child well through screeners and interviews
- Create opportunities to discuss student progress by utilizing progress reports, parent teacher conferences, etc.

## Academic Recovery Funding:

All 36 District 19 schools received additional Academic Recovery funding for the 2021-2022 school year.

- Activities that Help Schools Examine and Strengthen the Core Instruction All Students Receive
- Activities that Help Schools Plan for Targeted Intervention
- ARPA Academic Recovery Arts

Total District 19 School Allocation ARPA: \$9,914,234

Academic Recovery ARPA: \$7,931,387

Academic Recovery Arts: \$1,982,847

## First day of school attendance:

District 19 Overall attendance: 80%

Elementary School: 78%

Middle School: 81%

## District Screener Assessments:

MAP Growth assessments are used to measure a student's growth in Mathematics and Reading. The results allow students to receive targeted support. The district uses the assessment results to gauge school performances and provide support.

Acadience Reading Diagnostic provides an in-depth assessment of reading skills to help untangle the many possible reasons why a student may be struggling. This assessment is given to our K-2 students to provide strong foundational skills.

Approval of Minutes: CEC Calendar/Business Meeting June, July and August. Motion to be approve minutes next CEC meeting. Motion by Ms. French, second by Ms. Boodram.

Ms. French shared information on a tutoring program for IEP students through Hunter College.

Calendar meeting adjourned at 7:40pm motion to close meeting Ms. Boodram second by Ms. French.

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## Business Meeting Minutes September 14, 2021

Business Meeting Start Time: 7:41pm

Ms. Sefrina Boodram opens meeting.

**Roll call of attendees:** Sefrina Boodram, Tion Prescott, Patricia Powell, Joyce French, Evelyn Pugh and Tabatha Foster. **Absent:** Yina Cepeda **Unexcused absence:** Jesenia Montalvo and Takisha Cody.

**By-Laws Review-** CEC 19 By-Laws dated 8/4/2020 under review possible meeting day change. CEC board with vote on changes at next month's CEC meeting.

\*3<sup>rd</sup> Wednesday of each month at 6:30pm for calendar meeting and 7:30pm for business meeting.

Motion to approve CEC19 By-Laws at next CEC calendar meeting by Sefrina Boodram, Tion Prescott, Patricia Powell, Joyce French, Evelyn Pugh and Tabatha Foster (6) yes.

**CEC Meeting Schedule:** Meeting schedule (with tentative dates)

Tuesday, October 5, 2021

Tuesday, November 16, 2021

Wednesday, December 15, 2021

Wednesday, January 19, 2022

Wednesday, February 16, 2022

Tuesday, March 15, 2022

Wednesday, April 13, 2022

Wednesday, May 18, 2022

Wednesday, June 15, 2022

## BUDGET PROPOSAL FOR SCHOOL YEAR 2021-2022

TOTAL CEC BUDGET: \$25,000.00 for 2021-2022

- CEC Member Reimbursement is \$125.00/month
- CEC President Reimbursement is \$200.00/month

12 months in a school year (July 2021 – June 2022)

10 Council Member reimbursements for a year is \$15,000.00

1 CEC President Reimbursement for a year is \$2,400.00

**\$17,400.00** will be put into CEC reimbursements (11) CEC members (Non-Contractual Services Code: 400)

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**Department of  
Education**

Chancellor Richard A. Carranza

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**\$3,000** will be put into the P-CARD (Procurement Card Code: 100)

**\$1,332** will be put for copy machine lease

**\$3,268** will be put in purchase order/contractual services

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The budget can be revisited and modified by in the Spring 2022 to move the money to other areas to get the most use out of the budget.

**BE IT FURTHER RESOLVED**, the above proposed budget was voted on and adopted by a roll call vote of Community Education Council of District 19 on September 14, 2021 by the following members: **Sefrina Boodram, Patricia Powell, Tion Prescott, Tabatha Foster, Joyce French and Evelyn Pugh.**

School Liaison – school picks by CEC members.

New Business: Next CEC meeting presentations - District Planning and PEPT.

Business meeting adjourned at 8:43pm motion to close meeting Ms. French second by Ms. Powell.