



# Citywide Council On High Schools

Citywide Council on High Schools 45-18 Court Square, 2nd Floor Long Island City, NY 11101 [cchs@schools.nyc.gov](mailto:cchs@schools.nyc.gov) Phone: 718-752-7478 [www.cchsnyc.org](http://www.cchsnyc.org)

## Business Meeting Wednesday, February 11, 2015

### ATTENDANCE

<b>Brooklyn Representative</b>	Pamela Garcia	Present
<b>Brooklyn Representative</b>	Marianne Russo	Present
<b>Bronx Representative</b>	Constance Asiedu	Present
<b>Bronx Representative</b>	Neyda Franco	Present
<b>Manhattan Representative</b>	Monica Bajraktarevic	Present
<b>Manhattan Representative</b>	Elizabeth Veras	Present
<b>Queens Representative</b>	Alleyne Hughley	Present
<b>Queens Representative</b>	Michelle Gebrail	Present
<b>Staten Island Representative</b>	Andrew Dorman	Present
<b>Staten Island Representative</b>	Don McQueen	Present
<b>Public Advocate Appointee</b>	Theresa Hedrington	<b>Absent-Sick</b>
<b>CCSE Appointee</b>	Noah Kaufman	Present
<b>CCELL Appointee</b>	<b>Vacant</b>	
<b>Student Representative</b>	Victoria Meyerovich	Present
<b>Student Representative Alternate</b>	Chandanie Francis	Present
<b>Superintendent Liaison</b>	Karen Watts	<b>Absent</b>
<b>Deputy Superintendent</b>	Janice Ross	Present

### In Attendance

We have quorum. Theresa Hedrington left at 6:30PM due to her illness. Superintendent Liaison Karen Watts was absent and Deputy Superintendent Janice Ross replaced her for tonight.

## BUSINESS MEETING

Call to order and roll call by 1<sup>st</sup> Vice President Ms. Franco at 8:30pm.

### CCHS Budget Report

Ms. Hughley announced the following:

- The final modification deadline is March 6<sup>th</sup> but we have to send the information to the SGO by March 5<sup>th</sup> to insured compliance.
- There is \$8059 left in the CCHS budget. But we need to consolidate the funds due to the deadline.
- The reimbursements for members are "till funds are depleted."
- The AA needs a new computer for the office. It cost \$2000 for the complete set and we need to deduct it from the \$8059.
- CCHS members whom came onboard at different times are entitled to different final amount of reimbursements. Each member is allocated to the max of \$125.monthly with proper documentation.

Members suggested that they can ask the DOE for a new computer for the AA and that they do not want adjustments on the budget.

There is discussion among the members on the Annual Report writer and the agreement among the council members to pay her for the work. The discussions also focus on hiring which writer for the Annual Report. Monies of \$4000 were allocated to hire a writer in the prior CCHS budget. Due to the budgeting requirement the writer needs to be paid by April 2, 2015. Ms. Gebrail the Chair of the Annual Report committee is in conference with Gail Robinson to negotiate of the cost of her services. Gail Robinson is the writer for the CCHS 2012-2013 Annual Report and the 2013-2014 Addendum.

Ms. Russo suggested that they should have a Special Meeting for Annual Report and Budget at the end of February. All the council members agree.

Mr. McQueen adjourned the meeting and Ms. Hughley 2<sup>nd</sup>.

**Calendar meeting adjourned at 9:10 pm.**

**Respectfully Submitted,**

---

**S. Mei Chan**  
**Administrative Assistant**

**Revision made by President:**

**Approved by Council vote on JUNE 10, 2015**