



# Citywide Council On High Schools

Citywide Council on High Schools 45-18 Court Square, 2nd Floor Long Island City, NY 11101  
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## Business and Annual Meetings Minutes Wednesday, July 11, 2018

### Attendance:

Brooklyn Representative Celia Green-Present	Staten Island Representative Laurine Melville-Present
Brooklyn Representative Rhonda Joseph-Absent-Excused	<i>Staten Island Representative Vacant</i>
Bronx Representative Catherine Baez-Present	Public Advocate Appointee Nickoles Martinez-Present
Bronx Representative Cynthia Robinson-Present	CCSE Appointee Pamela Stewart-Absent-Excused
Manhattan Representative Zoe Foundotos- Present	CCELL Appointee Ulan Kuchukov-Present
Manhattan Representative Sandra Hyatt- Present	Student Representative Christian French-Present
Queens Representative Vacant	Superintendent Liaison Karen Watts-Absent-Excused Andrada Frunga (TDEC) Substitute-Present
Queens Representative Betsy Tam-Greene-Absent-Excused	<b><i>8 Members plus Student and Superintendent total 10 in attendance</i></b>

**We have a quorum.** Rhonda Joseph and Betsy Tam-Greene was absent, excused absence, work-related. Pamela Stewart was absent, excused absence, sick. Superintendent Watts was absent, excused and work-related. Andrada Frunga (TDEC) was her substitute.

### BUSINESS MEETING AND ANNUAL MEETING

Ms. Green called the meeting to order at 7:15 pm. Attendance and roll call was taken.

#### Members Reimbursement Information

AA Suet Chan discussed with members with the importance of submitting the reimbursements on time. If it is submitted the very last minute, there is no guarantee that it can be processed and the member would lose their reimbursements.

#### Voting for the CCHS 2018-2019 Meeting Dates

Motion to accept the CCHS meeting dates as presented with November 14, 2018, and March 13, 2019. Ms. Foundotos motioned and Ms. Hyatt 2<sup>nd</sup> the motion, **8 yeases. The motion passed.**

#### Discussion of Annual Report Writer 2018-2019

Chair of Annual report Ms. Foundotos said the 2017-2018 Annual Report was voted on and approved at the last meeting but is waiting for the contributions from Ms. Stewart. We are waiting to get the quotes for the 2018-2019 Annual Report writers. Ms. Crowson would like the AA to send her the job description so that she can assist us in our writer search.

#### Approval of minute

Motion to accept the minutes for June 13, 2018.

Ms. Melville motioned and Ms. Foundotos 2<sup>nd</sup> the motion, **8 yeases. The motion passed.**

### **Update of CCHS Website**

Ms. Green gave an update of the CCHS website on what the AA Suet Chan has accomplished:

- Updated the new members and the two that graduated out
- All the minutes from CCHS meetings July 2017-May 2018 are posted
- All the resolutions are posted
- There is a NEW DOE website: updated the HS directory information
- Posted deadlines and information about the Specialized HS's and CTE schools with links to the new DOE website
- Updated the new DOE School Calendar
- AA will update the new CCHS meeting dates, since we voted today

### **Committees for 2018-2019:**

There was discussions of the committees:

Capital Plan, Annual Report, Budget, Communications, Bylaws, Outreach, Special Education, and English is the New Language (ENL).

### **Future Agendas**

Members gave a list of the possible future agendas:

- Invite Chancellor Richard Carranza
- New Structure set up by Chancellor Richard Carranza (Who is in charge of High Schools)
- Roberts Rules: Parliamentary Procedures
- Parent Empowerment
- September? Community Schools
- Invite the PEP group-Structure
- HS Admissions
- Safety in Schools-Procedure
- Mental/ Crisis in Students
- Special Education: (FBA) Functional Behavior Analyzes and (BIP) Behavior Intervention Plan
- Update on ESSA and how it is affecting the schools
- Culturally responsive education
- Significant changes in building utilization

**Old Business / New business**—None.

### **Adjournment**

Business meeting ended at 8:24 PM.

**Respectfully Submitted,**

**S. Mei Chan: Administrative Assistant**

**Revisions made by Recording Secretary: Ms. Tam-Greene**

**Approved by Council vote on**

**ANNUAL MEETING: Call to Order & Roll Call**

Ms. Green called the meeting to order at 8:27 pm. Attendance and roll call was taken.

Ms. Green, Ms. Baez, Ms. Robinson, Ms. Foundotos, Ms. Hyatt, Mr. Martinez and Mr. Kuchukov was in attendance. We have quorum.

**Election of Pro-Tem**

Mr. Martinez nominated himself and Ms. Green 2nd the nomination. **7 yeses. Mr. Martinez is Pro-Tem.**

Yes	Baez, Foundotos, Green, Hyatt, Martinez, Robinson, Kuchukov
No	
Abstained	

**Election of President**

Ms. Green nominated herself. She gave a 2 minute speech. **5 yeses. Ms. Green is not President**

**Round 1**

Yes	Foundotos, Green, Hyatt, Martinez, Kuchukov
No	
Abstained	Baez, Robinson

**Election of President**

Ms. Green nominated herself. **5 yeses. Ms. Green is not President**

**Round 2**

Yes	Foundotos, Green, Hyatt, Martinez, Kuchukov
No	
Abstained	Baez, Robinson

Ms. Baez was not feeling well and left the meeting Ms. Robinson followed but remained in the building. The Annual Meeting ended due to the lack of quorum.

**Adjournment**

Calendar meeting ended at 8:42 PM.

**Respectfully Submitted,**

**S. Mei Chan: Administrative Assistant**

**Revisions made by Recording Secretary: Ms. Tam-Greene**

**Approved by Council vote on August 8, 2018**