



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 Phone: 718-752-7478 www.cchsnyc.org

Calendar Meeting Wednesday, May 9, 2018

ATTENDANCE

Brooklyn Representative	Celia Green	Present
Brooklyn Representative	Rhonda Joseph	Present
Bronx Representative	Catherine Baez	ABSENT-Excused
Bronx Representative	Cynthia Robinson	Present
Manhattan Representative	Vacant	Present
Manhattan Representative	Zoe Foundotos	Present
Queens Representative	Mona-Lisa Chandler	Present
Queens Representative	Betsy Tam-Greene	Present
Staten Island Representative	Laurine Melville	ABSENT-Excused
Staten Island Representative	Margaret Meyers	Present
Public Advocate Appointee	Nickoles Martinez	Present
CCSE Appointee	Pamela Stewart	Present
CCELL Appointee	Ulan Kuchukov	ABSENT-Unexcused
Student Representative	Vacant	
Superintendent Liaison	Karen Watts	Present

Attendance

We have a quorum. Laurine Melville was absent, excused absence, work-related. Catherine Baez was absent, excused absence, illness. Ulan Kuchukov was absent, unexcused absence.

CALENDAR MEETING

Ms. Green called the meeting to order at 6:12 pm. Attendance and roll call was taken.

Introducing New CCHS Brooklyn Representative: Rhonda Joseph.

Presenters:

Mark Rampersant, Deputy CEO for safety and Security, Office of Safety and Youth Development (OSYD) and **J. Findling**, Director of Emergency Readiness, Safety, and Security on “Update on High School Safety and Protocols”

On the DOE website under Office of Safety and Youth Development:

<http://schools.nyc.gov/Offices/OSYD/EmergencyReadiness.htm>

There is a section with the GRP Summary Sheets for Teachers and Students. This sheet gives a description of the training / drills that the staff and students goes through on a regular basis throughout the school year. The GRP is sent home to parents and on the website, it is translated into 9 standard languages. All the schools practice these drills at least 12 times a year.

- Parents can request a “Parent Plan,” as it relates to their schools’ emergency protocols with their schools’ Principals.
- When a child gets hurt on a school campus, the parents will be notified right away.

GRP Summary Sheets for Teachers and Students Sheet:

<http://schools.nyc.gov/NR/ronlyres/30CB88A1-110E-4A6F-81A8-E7770BBC42EE/0/GRPOnePageSummary.pdf>

GRP Summary Sheets for Teachers and Students.

The General Response Protocol (GRP) has been designed (in collaboration with the “I love U guys” Foundation) to provide all schools with the direction they will take when an emergency incident occurs. At its core is the use of common language to identify the initial measures all school communities will take until first responders arrive. In every incident, school administrators will need to assess the unique circumstances that will affect how the GRP is implemented.

Each protocol has specific staff and student actions that are unique to each response. In the event that a student or staff member identifies the initial threat, calling 911 and administration is required.



Lockdown (Soft/Hard) –Soft lockdown implies that there is no identified imminent danger to the sweep teams. Administrative teams, Building Response Teams, and School Safety Agents will mobilize at the designated command post for further direction. **Hard lockdown** implies that imminent danger is known and NO ONE will engage in any building sweep activity. All individuals, including School Safety Agents will take appropriate lockdown action and await the arrival of first responders

“Attention: We are now in soft/ hard lockdown. Take proper action”
(Repeated twice over the PA system)

Students are trained to:

1. Move out of sight and maintain silence

Teachers are trained to:

1. Check the hallway outside of their classrooms for students, lock classroom doors, and turn the lights off
2. Move away from sight and maintain silence
3. Wait for First Responders to open door or the “All Clear” message

“The Lockdown has been lifted” followed by specific directions.

4. Take attendance and account for missing students by contacting main office



Evacuate – The fire alarm system is the initial alert for staff and students to initiate an evacuation. However, there may be times when the PA system and specific directions will serve as the alert initiating an evacuation. Announcements will begin with “Attention” and be followed with specific directions. (Repeated twice over the PA system).

Students are trained to:

1. Leave belongings behind and form a single file line. In cold weather, students should be reminded to take their coats when leaving the classroom. **Students in physical education attire WILL NOT return to the locker room.** Students without proper outdoor attire will be secured in a warm location as immediately as possible.

Teachers are trained to:

1. Grab evacuation folder (with attendance sheet and Assembly cards).
2. Lead students to evacuation location as identified on Fire Drill Posters. **ALWAYS LISTEN FOR ADDITIONAL DIRECTIONS**
3. Take attendance and account for students.
4. Report injuries, problems, or missing students to school staff and first responders using Assembly Card method.



Shelter-In – “Attention. This is a shelter-in. Secure the exit doors.”
(Repeated twice over the PA system).

Students are trained to:

1. Remain inside of the building
2. Conduct business as usual
3. Respond to specific staff directions

Teachers are trained to:

1. Increase situational awareness
2. Conduct business as usual
3. The Shelter- In directive will remain in effect until hearing the “All Clear” message **“The Shelter- In has been lifted”** followed by specific directions.

BRT members, floor wardens, and Shelter- In staff will secure all exits and report to specific post assignments

GRP Summary Sheets for Teachers and Students gives the description of the emergency and the protocol of responding to many different emergencies, from:

- Fire emergencies/bomb or harmful threats –evacuations (Fire Drills)
- Threats or harmful situation outside the building-stay inside the building (Shelter In)
- Threats inside the school-lockdowns where students stay in their locked classrooms (Lock Downs-soft/hard)

See link above for further information.

On the website of the Office of Safety and Youth Development parents can sign up for: **Notify NYC**. When families register on this site they will receive information about emergency events. When parents are concerned, they can put in their zip code and will get automatic alerts if there are issues.

Notify NYC link: <https://a858-nycnotify.nyc.gov/notifynyc/>

The question from the council, “That some schools underreport school incidents and what can be done?”

Mr. Rampersant said that schools cannot hide incidents since the safety officers in their schools work for the NYPD and they have to make reports to their safety divisions.

- The Principal is required to make an online occurrence report
- DOE has investigators to investigate cases
- A Principal’s failure to report is considered a disciplinary issue for that Principal
- The Principal can outreach and receive support for their safety issues. The DOE has many programs to support the schools.

How do you choose which schools should have metal detectors or take away their existing metal detectors?

- Mr. Rampersant said that the department makes that determination based on the data already available. If the data identified the school as have a high incident of safety issues, they will have a metal detector installed.
- They have unannounced scanning or surprise visits with the schools that do not have scanners.
- They have random scanning 2 to 3 times a year.

RueZalia Watkins: Education Service Supervisor Mental Health Association of NYC on “Mental Health Support for High School Students: Identification of at Risk Students/Resources.”

Ms. Wakins presented a power point on mental health issues on teens and services available in NYC. She gave some alarming statistics:

- Suicides are the 2nd leading cause of death among teens from ages 12-17 years old in 2010
- 8% of NYC public high school students reported attempting suicide
- 73,000 NYC Public HS students reported feeling sad or hopeless each month
- Teens ages 16-19 not attending school and not working in 2012=40,000 in NYC
- Millions of Children in the United States live with depression, anxiety, ADHD, autism spectrum disorders, Tourette syndrome or other mental health issues
- Half of all mental health illness starts by age 14 years old
- “The World Health Organization estimates by 2020 child neuropsychiatric disorders will become one of the 5 most common causes of morbidity and disability

Warning signs in teens:

- Marked decline in school performances
- Persistent bad mood
- Problems with authority figures
- Truancy, theft, or vandalism
- Substance abuse
- Intense fear of becoming obese
- Frequent outbursts of anger
- Persistent nightmares
- Physical complaints
- Threats to harm self and others
- Sexual acting out
- Consistent violation of right of others
- Threats to run away
- Marked change in sleeping habits (too much or too little)
- Inability to cope with problems and daily activities

For Free or almost free resources, go to the website: **MHAOF.nyc.org**

They are confidential HIP compliant (schools do not need to know unless the parents request so.) No school records.

The services they provide are:

- Out Patient Therapy
- Psychiatric Services
- Psychiatric Evaluations

Communality Services: Case Management / Intensive Case Management / Blended Case Management / Home and Community Based Waiver

Hospital: Emergency Care / Intensive Day Treatment / Long Term Day Treatment

For a listing of Mental Health and Social Services for Youth:

http://schools.nyc.gov/NR/rdonlyres/7C025BB1-FFFB-494D-8FFF-F91BC2D6E817/0/ResourceReferenceSheet_V14_English.pdf

Or Google: [Citywide Mental Health & Social Services for NYC Youth flyer](#)

Report of Superintendent Liaison

Superintendent Watts talked about getting the students ready to take the Regents and AP Exams. All the Superintendents are getting ready for the schools' assessments and planning for next year. They are making selections of different programs to be implemented into each of their high schools. She is getting great graduation rates in the schools under her care. And they are making an extra effort to assist the students that are transferring from over the counter, to ensure they will get into the correct programs for a successful next year.

At the May 8th Superintendence meeting they were addressing the following:

- Operation Graduation, which was very successful
- Operation Enrollment: to support the under enroll high schools
- The Citywide HS Fair for 2018-19 will be a smaller fair. It will only have 2 Borough Fairs. They are doing this to highlight the smaller schools, our hidden gems.
- The Council is invited to attend the Y-Plan on May 23rd.
 - It engages the students in civics were 14 schools get to solve real-life issues and present the solution to their clients.
 - The Council is also invited on May 21st to her awards ceremony at the Franklin Kay Lane Campus. They will be celebrating the success of the students and the contributions of everyone.
 - On June 1st there will be a Student Leadership Conference and the Teen Actions Awards ceremony. Where teens took positive actions in their schools.

Public Comments (2 Minutes or Less Each)

No public comments

Treasurer Report

Mr. Martinez presented the Treasurer's report.

Motion to use the \$3500 that was allocated for the Annual Report pending Ms. Wallace's approval and use the funds to purchase an office computer with monitors and installation. And to pay the balance reimbursements to Michelle Gebrail's \$600 pending approval from Ms. Wallace.

Ms. Chandler motioned and Ms. Stewart 2nd the motion. **9 yeses. The motion passed.**

Yes	Chandler, Foundotos, Green, Joseph, Martinez, Meyers, Robinson, Stewart, Tam-Greene
No	
Abstained	

Discussion of TGI Copier Contract

Motion to table the discussion regarding the copier lease until the June meeting upon finding more information: Asking TGI to extend the copier to CCHS for 30 days, Start and end date of the 3 years lease and the total amount of the 3 years lease.

Ms. Stewart motioned and Ms. Green 2nd the motion. **9 yeses. The motion passed.**

Yes	Chandler, Foundotos, Green, Joseph, Martinez, Meyers, Robinson, Stewart, Tam-Greene
No	
Abstained	

Discussion and Voting for CCHS Meeting Dates: July 2018-June 2019

Motion to establish the 1st date for the next CCHS meeting to July 11, 2018 conditional of the 2nd Wednesday of the month for the rest of the year pending the next board's approval.

Ms. Meyers motioned and Ms. Foundotos 2nd the motion. **8 yeses, 1 abstained. The motion passed.**

Yes	Chandler, Foundotos, Green, Martinez, Meyers, Robinson, Stewart, Tam-Greene
No	
Abstained	Joseph

Update CCHS Annual Reports

Annual Report Chair, Ms. Foundotos gave an update. The deadline for submission for all members to contribute to the report is May, 18, 2018. We will schedule another Annual Report Committee meeting on May 29, 2018, from 5pm-6pm at Tweed or Court Sq. location. The first draft of the Annual Report will be due on Tuesday, June 5, 2018 and it will be emailed to the council. The 2016-2017 Annual Report is published on the website.

Discussion of Candidates for CCHS Manhattan Representative Seat

There are only 2 candidates for the Manhattan Seat: Sandra Hyatt and Janet Negron. They were both invited to attend tonight's meeting however only Ms. Hyatt is here. Their information is included in the members' packet. If a quorum is present at the June meeting, the members will vote for the Manhattan representative.

Discussion of Interviewing Skills/Career and College Readiness Student Workshop

Mr. Martinez Chair of this workshop updated the members. Extra support from the members are needed for this workshop on Saturday, June 9th, 2018 from 10am-3pm at the Court Sq, Queens location. The logistics and planning were discussed.

Motion to make Saturday, June 9th, 2018 from 10am-3pm the date our Interviewing Skills/Career and College Readiness Student Workshop

Ms. Meyers motioned and Ms. Foundotos 2nd the motion. **8 yeses. The motion passed.**

Yes	Chandler, Foundotos, Green, Martinez, Meyers, Robinson, Stewart, Tam-Greene
No	
Abstained	

Superintendent Mendez gave a brief presentation about the schools in his districts. They are all doing well.

Adjournment

Calendar meeting ended at 9:37 PM. The Business meeting is postponed due to the lack of time.

Respectfully Submitted,

S. Mei Chan: Administrative Assistant

Revisions made by Recording Secretary: Ms. Tam-Greene

Approved by Council vote on June 13, 2018