**Community Engagement Team (CET)**

Minutes from October 26, 2016 Meeting

4:00 – 5:15 p.m.

**ATTENDEES:** Sharon Jackson, Josephine Mayfield, Shannon Costanzo, , Patrick Fink, , Mana Ortiz-Viera, Charles Hall, Sandra Fink, Gaynelle Wethers, Naomi Erdmann, Loretta Johnson, Aracelis Ayala, Eamonn Scanlon, Eric LeRoy, Angelic Nunez,

**ABSENTEES:** Rosemary Rivera, Jackie Bryant, Valerie Johnson, Kimberly Morales-Whitehead, Dametria Lawton-Greggs, Lynn Firendino, Burnice Green

**GUEST:** Kirstin Pryor

The meeting was called to order by Gaynelle Wethers, CET chair

**Introductions:**

* Motion to accept agenda made by Charles Hall. Seconded by Sharon Jackson. AGENDA approved.
* Motion to accept minutes with requested changes made by Patrick Fink. Seconded by Shannon Costanzo.

**Open Forum:**

* Quarterly report by Kirstin Pryor. Members were given a draft of the report to take home and read. *Questions and suggested changes are to be sent to Ms. Jackson by Monday, October 31st.* The next report will be due the middle of January or February. Quarterly reports are to be short and data driven.

**Action Items:**

* *October 30 quarterly report* – Kirstin Pryor was moved to Open Forum
* *Parents meeting* (regarding celebrations) – Sharon Jackson met with parents regarding a celebration for results of Annual Report. The celebration for parents will be November 16, 2016 from 5-7:00 p.m. It will include an informative meeting facilitated by Harry Roldan on Anger Management and Counseling. Invitations will go out on October 31 requesting an RSVP. No limit on family members. Parents will meet again this Friday, October 28.
* *Grants update* – Lynn Firendino: absent. Suggestion was made to contact Lynn and have her submit the information she was to report.
* *Budget update* – Gaynelle Wethers and Sandra Fink met with Michelle Alberti on October 19. Clear guidelines were articulated on the need to include the CET on all pertinent issues from this point forward. The process for selecting the consulting firm was explained along with the consultant fee outlined in the grant. There was discussion during the CET meeting as to whether all of the required 5% consultant fee needed to be taken from the budgets of Monroe H.S. and #9. During this discussion, members were referred to an updated budget that was distributed with the Quarterly Report draft. Some members of the team raised concerns that this budget was very different than the one agreed upon and submitted by the team at the end of last school year. Gaynelle and Sharon will meet this week and compare the original budget and the one in question.
* Other – none

**Principal’s Report:**

• School #9 has been invited to Albany the first week in November to make a presentation to other receivership schools. The original topic was operation of a successful Community Engagement Team. The deputy commissioner visited the school last week. Based on the good work she observed the focus of the presentation was changed to Intervention, Acceleration and Enrichment. These were strategies advocated by CET. Sharon Jackson, Gaynelle Wethers and Kimberly Morales-Whitehead will represent our school.

**Chair’s Report:**

* Orientation for CET will occur at the next meeting. Michelle Alberti will be our facilitator. Please email questions for Michelle to Gaynelle by Wednesday, November 2.

**Old Business:**

* Eric reported on his trip to a New York City community school. He could see that #9 was already implementing many of the initiatives which are components of a community school. He suggested we focus more on Needs Assessments by having a checklist to access data. It was suggested we get resources from Bonner Group.
* **Next Meeting:** **Wednesday, November 16, 2016 4:00 – 5:15 pm**