



**Chancellor's Parent Advisory Council (CPAC)**

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**Co-Chair - Marco Battistella**

**Co-Chair - Jimmie Brown**

**1st Vice-Chair - Celia Green**

**2nd Vice-Chair - Martha Kessler**

**Recording Secretary - Jessica Zilo**

**Treasurer - Lourdes Jibodh**

**Corresponding Secretary - Erica Flores**

**Parliamentarian – Marie Plaisir**

CPAC GENERAL MEMBERSHIP MEETING - OCTOBER 12, 2020

MEETING CALLED TO ORDER AT 10:00 AM

Roll call was taken at 10:01 am

In attendance - D1, D2, D3, D4, D8, D13, D21, D25, D28, D29, D32, Brooklyn HS, Manhattan HS, Queens HS.

CPAC WORKING MEETING ON ELECTIONS

Lourdes asked to see the back end.

Randi said the only thing with zoom and sharing your screen is that you cannot share things like a poll. I used my iPad to show the screen while on zoom. If you make the invitation to make them the host then you have to share your log in.

Marco said it was better if it was not a parent to make the zoom.

Randi said her AP was setting up the zoom and will be hosting. The PTA presidents are terrified of using the platforms. There are also communication items. Are you able to open the meeting? Yes.

Sheree asked why you cannot see the poll. Marco responded that the poll comes on the screen. You can share the poll when you are doing it. It is hard to show how to set up the poll and be the host. It was suggested you have to do it from the web browser and not from the zoom link. Randi said they could not see it. Discussion ensued on how to be able to share your screen and it was brought up it depends on how you are accessing zoom and the version.

Rasheedah said the DOE shared what the meeting invite looks like. Lourdes said they need to show the back end of the technical items to set up the zoom. Rasheedah said there are DOE zoom trainings and it will be shared. Lourdes said the trainer spoke too fast and it was hard to follow,

Marco is recording the screen and how to make the poll on the web browser to be able to make a video.

Jazzy has been volunteers to be the election chair.

Marco will be tech.

Does someone want to be the pc or principal designee?

Marco says go for it to start the mock election.

Someone will need to be the president role. Lourdes volunteered.

Mock election began

Lourdes gave an intro for the mock election

Lourdes passed the floor to Jazzy.

Jazzy started the mock election. Jazzy gave the info about what would happen during the election. Asking for nominations for president. Marco was nominated but declined. Rasheedah nominated herself. Is there anyone else who would like to be nominated? Lourdes nominated Celia Greene. Celia declined but Celie nominated Lourdes. Lourdes declined the nomination. Any more nominations? Martha was nominated in the chat. Martha accepted. Want to have a runoff. If there are no more nominations, we have Rasheedah Harris and Martha Kessler for president. Going once, going twice, going three times. Nominations are now closed. The poll will be created. Marco said the candidates should be given a few minutes to speak. Jazzy said each candidate will have 2 minutes to speak. Rasheeda will be first followed by Martha. Each candidate gave a speech as to why they should be nominated. Jazzy spoke about making sure that all people can vote and spoke about break out rooms. The poll will now be launched. You have 5 minutes to complete the poll. The poll will be closing in 30 seconds. Thank you for completing the poll. We have the results. Jazzy gave the results of the mock election. Jazzy said we will now move onto the next position.

Ms. Sheree Gibson said excuse madam election chair. Jazzy said yes. Ms. Gibson said we did not see you create the poll or the results. How do we know the results and who was eligible to vote? Jazzy said excuse me but what was the last thing you said? Ms. Gibson said there were others in the room. How do we know the votes can vote as I could not see the ballot? How do I know the votes were anonymous? Jazzy said you are right Ms. Gibson. I was saying that Marco you forgot to share on the screen on the poll so we could make sure that everyone is anonymous. Marco shared his screen to show how to make the poll. We will not be casting the vote and has clicked on the anonymous box. Marco launched the poll. Jazzy asked if everyone could see the results. The results were shared. The next position was opened. Marco showed his screen and the poll. Nominations were opened for recording secretary. The floor was open for nominations. Rasheedah nominated Celia Green. Celia, do you accept the nomination. Celia does accept the nomination. Are there any more nominations? The nominations are now closed. Uncontested nomination for Celia Green. You need to make a motion to accept the nomination for Celia Green by Lourdes. The motion was seconded by Jessica and now we will take the vote by raised hand. Instructions were given on how to find the raised hand. Everyone but 3 raised their hands. A vote of 9 for yes for Celia Green for the nomination. If there are callers on the phone then they should be sent to the breakout room. Tomorrow for the mock election we should have a few phone callers. Marco asked if we should rename ourselves with the code. Jazzy said she would provide a template to use. One of the breakout rooms should be for the illegible voters.

Marco said we are good on this.

Move on to the treasurer.

Who is collecting the info from the chat? Every election should have a notetaker and there should be group to assist with the elections. Jazzy explained about break out rooms and make sure the results should be shown on the screen. Whoever is in the breakout room should be writing down the results in the breakout room. Moved Jimmie's phone to the breakout room. Someone on the phone cannot move to the breakout room. You can do this on the DOE zoom. You can send them but they cannot do it themselves. Sheeree said that the parent coordinator cannot be in the breakout room collecting the vote. The PC can verify the voter. You cannot add votes from a break out room to the poll. You need to add the voice in results to the poll results. You speak out the votes that are being added to the poll. You have to share the poll. before you share the poll, you announce the additional voice votes. Voice all of the items for the record. Your chat is crucial. I messaged Marco during the poll to get the info. This is crucial to the meeting. Communicate with whoever is assisting with the poll. Move someone else to validate the phone. Who will volunteer? Marie volunteered to collect Jimmie vote. Francis asked - After every nomination do you have to ask for a second? Jazzy said to look at the script she sent a long time ago. This information was from FACE. Francis said she had never heard of this. At the end of the nominations then you motion. FACE created the script without explanation. If you nominate yourself, you do not have to do a motion. The script can be changed. Discussion about motioned or seconded a nomination. Discussion about revamping the script. Francis spoke about the codes and how they can be confusing. Do you see the chat in the recording? When you get the zoom recording from the cloud and choose the split screen you can see the chat. Francis said they put the information in the chat so they can see the elections. Are you doing PAC, PTA & SLT at once? PAC cannot be done at the PTA elections. Title 1 PAC is a separate committee. This cannot be done at the PTA meeting. You can have the Title 1 PAC meeting after the PA/PTA meeting. Must be completely done separately. Make sure you have the 10 day notice. Have an agenda for the PAC election. For PAC, the PA/PTA president and the principal need to have the elections. Make sure you are following the dates of term. Discussion about when PA/PTA boards come into power and the waiver.

Francis said she put the principal and PC as co-hosts so they could not vote. Anyone not eligible to vote needs to be moved to a breakout room. Are co-hosts able to vote? Assigned a co-host to determine if you are a co-host can vote. Bandit reminded hat for SLT you need to remove teachers and/or principals to a breakout room so they cannot vote.

Jazzy began the nominations for treasurer. Rasheedah was nominated but declined. Francis is on the phone and

nominates herself. Ms. Francis Gonzalez has nominated herself and she said she would vote for herself. Asked for any more nominations were closed. The nominees are Jimmie Brown, Lourdes Jiboh and Frances Gonzalez. Each speaker was given 2 minutes to give a speech. The candidates each gave a speech. Before we open the polls we will ensure that everyone is eligible to vote. Phone callers will be transferred to a breakout room. Marco can you please caveat the pool. Marco said he is moving Ms. Gonzalez and the phone number to the breakout room to collect the votes along with Marie Plaisir so she can collect the votes. Please launch the poll. Please note that the poll will be open for 5 minutes. All votes will be counted before the results are shared. Marco asked Sheree if she could see the zoom poll. Sheree said yes. Are you note zoom app? Francis said she heard that if on the zoom app you can see the poll. Sheree said she can see the poll but could not vote. Shirley was able to vote yesterday but she was on two devices. Maybe that is glitch with a DOE zoom. We need to get Jimmie a new microphone. You, Francis, and Marie are supposed to be in the break room. The break room was not started. It was discussed about how to use a break room. You can come back in. How you set up the breakup rooms and there are glitches between the DOE zoom and personal zoom. Discussed how to eliminate re-entry in a meeting by using break out rooms. When you set up the breakout room people were moved to the different break out rooms. You must manually add people to break out rooms. The paid zoom and the DOE zoom have different glitches. Does the DOE zoom allow for polls? Make sure you are updated to latest zoom. Randi said her PTA account has the poll feature but the presidents' council account does not. How does the meeting continue now? Now the votes must be added. Do you do this privately? Yes. How do you know you are reporting this correctly? Send the information to the host via private chat. You take down the verification code and who they are voting for down in the breakout room. The notetaker sends the info from the phone callers to the host. Give the tally sheet form the DOE to the notetaker and make the tally sheet as part of the meeting. Make the notes as part of the final record. Question about what happens if you have internet instability. If you miss the vote, you miss it. If you have tech issues then make sure you communicate this. Make sure you have your access code and parent coordinator has the codes. When do we do the recording? When the meeting starts or when the elections begin? We might edit the video to shorten it. We will not have the problem. We should mention it will take a while for the verification codes to be set up for attendees. The poll was being shown. What do we do with the poll now? The chair would add the voice votes to the poll results. Marie sent the phone vote info to Jazzy via private chat message. If you are running the zoom then you should get a vote.

We should run this one more time. This video is not going to be used. Tomorrow we will run it. You may have issues but we can solve it. Randi asked if it will be run the same way. Jazzy said she cannot be the chair tomorrow. She has an election at the same time. Should we be doing the election on the DOE account? Do all presidents' council have a DOE zoom? If you activated the DOE presidents' council email then you have access to DOE zoom. Sheree suggested to use the DOE zoom. Marco said he does not have access. D29 has DOE zoom but will offer it. Marco asked Sheree to do the tech aspect tomorrow as he would not be able to create the poll since it is Sheree's account. Sheree said ok. Marco said we still need an election chair. Sheree nominated Shirley. Shirley agreed to be the chair tomorrow. Sheree will record the meeting. It will be shared.

Martha said we have to discuss a few items. We have 2 committees that are up and running. However, the meetings are being interfered with by Dr. Jackie Cody. Besides over participating she frequently diverts the meeting to events organized by her own personal nonprofit and went ahead and scheduled her own high school committee meeting and she promoted it as an official meeting. She was trying to muddle the by-laws to get a seat at the table. At the last general membership meeting CPAC recommended not using this as title. Do not use the title as a member of the bylaws committee or a member of the high school committee. Restructure the DOE. Push a presentation that she had. We sent out a request to Dr. Cody not to use the title and then she proceeded to send out a flyer promoting a personal event using the title. Requested to review the request by Dr. Cody about the Citywide Leadership team. She kept repeating her request. We thought we would put this request out to the general membership. Dr. Cody has also complained about the format of the meeting like using the zoom for members and DOE but Dr. Cody would like that active, non-voting member which is her term to describe herself to be invited to the zoom call. The Board feels that the nonmembers are getting access as non-voting members are having questions asked at the CPAC meeting by the Board. We want to be inclusive not exclusive but you want to be able to manage the meeting. We need to let everyone know that is going on. The minute that the bylaws are changed then we will get a grievance. I hate writing by laws with one person in mind but by laws should be for the whole organization. What is the ask of us? Do you agree with the request to present? We are not acting outside the membership. Jimmie described out what the proposed Citywide Leadership Team is and who the members would be comprised of. Also, described the reporting. Jimmie said this is not the first time this was brought to CPAC. It was brought to CPAC last year and to other parent leaders would not let it go through. It was stated that Dr. Cody is trying to use the High School Committee to get the CLT passed through. It was brought to the attention that this presentation was given using the High School committee about the CLT. This was not approved by the executive board. The executive board would have brought this to the members attention. The proposed amendments were worked on by members and alumni and were not meant to tailor to one member. Marie discussed the amendment about the term about non-voting member and it will be sent out to the members for review by Thursday. The executive board thought it was important to bring this to

your attention. Quite disruptive. We are asking for a vote about the CLT. Hands are raised so these members can speak. Celia Green spoke about the behavior at the meeting. Decided to move the high school meeting to September 24 after the CPAC meeting since the first day of school kept moving. Dr. Cody went ahead and we have no objection to others meeting but we do have an objection to a member using the high school committee member list to call a meeting and call it the CPAC high school meeting. Not everyone knew that the meeting was moved. Dr. Cody held the meeting but as a reminder Dr. Cody is not a voting member on CPAC. Celia reminded that Dr. Cody that she was never a voting member. Discussed about Dr. Cody's teaching career. Dr. Cody is trying to hijack the meeting and she bullies and if she does not like the answer then she says she is being bullied. The behavior is uncalled for and Dr. Cody edited the bylaws by herself. Dr. Cody is not a voting member or a designee. She should not be hijacking members. Not fair to the members. Chevion said Celia gave a good background as to what is going on. Chevion said that there is backlash happening at the high school committee. Chevion said she was contacted personally by Dr. Cody. Chevion said do not entertain this idea. Dr. Cody tried to use my contacts to get this CLT out. Chevion felt this should be stopped now. We do not need to feel bullied in this space. Sheree said this happened last year and this was presented to last year's board and it was a no. Sheree said it should be brought to the full membership but as the executive board you can decide and this does not need to be presented. Marco said we want everyone to know what is going on. Is aware of what is going on. Martha said we can bring it to a vote and we keep saying no. The by laws regarding grievances can state about the grievance being filed by a member only. To be a member of the council you need to be a rep/designee or a president for CPAC. It is just exclusive for members. Dr. Cody asked CPAC to co-sponsor an event but the request was denied. Dr. Cody found another co-sponsor for her event. CPAC should not be in the middle of things if we do not have details. It is a conflict of interest to be involved. This is it for the subject. This is not going to go away. Sheree asks a question about Dr. Cody being on the zoom. It should be discussed as the chat on the YouTube went way left. Personally, we need to be clear about CPAC. CPAC is open to the public but is not dictated but the public. If you need to put an end to this about accessing the zoom then we should do something about it. What is the definition about the active, non-member? We cannot take lightly about the harassment and bullying. We may need to discuss more and add something in the by-laws. This has been added to the bylaws.

The meeting tomorrow Marco may be 10 minutes late but it will work out since Sheree will be the host. Marco asked Sheree to provide the zoom link but we also need a streaming link for tomorrow. It can be streamed but I need log in info as to where you want this streamed. Sheree will create the meeting zoom info and send it to Marco.

D29 (Sheree) made the motion to vote whether CPAC will support the CLT and D13 (Celia) second the motion. Roll call vote was taken and unanimously decided not to support the CLT.

Marco said Jessica asked about the decision of Dr. Cody. An email will be sent to Dr. Cody and we had a meeting with the members and the CLT will not be entertained or supported at this time. Who is Dr. Cody? Dr. Cody is on CEC22. Dr. Cody is a parent but she had made inappropriate comments at a CEC meeting. We are not complaining about her coming but about her behavior. One by-law meeting it took 2 hours for 2 paragraphs. The high school committee people are afraid to speak. Cannot get things done if people are afraid to speak. Rasheedah said how we can support.

I (Marco) think there are certain things we need to address publicly. One item is the access to the zoom that the zoom is for voting members only and FACE. There is capacity on zoom that we are using. A statement about using zoom. Then everyone on YouTube will hear it. The meeting will be open to everyone but only voting members will be on zoom. Celia said she agrees with Sheree about dictating to us what happens at the meeting. The voting members should be included but the general public should not be telling us on how to run the meetings. If you cannot follow the protocols then you cannot join. Better job of messaging. Sheree had a question about the mock but we do need to address the rumor about the supporting of the removal of the chancellor. It should be made clear that we do not support. For the mock we need to assign the other jobs like note taker, timekeeper and break out room manager. Celia will be the timekeeper. The meeting is at 10 am tomorrow. We should try to do it like it was today. Are we giving out codes tomorrow? It should run the same way as it should be run. No side conversations. Sheree is the technical lead. The election chair will be Shirley. Celia will be the timekeeper. Jessica can be the record keeper. Act as taking minutes but Jessica cannot be the note taker as she cannot be attendance. Jessica recommended asking participants to write their questions down and take them at the end. Randi will be the notetaker. We still need a PTA president and a Parent Coordinator. Jimmie will be the president. Chevion said she will be the parent coordinator. Discussion about how to choose a chair for the elections. Call for an election team. Make sure the participants know both ways. Can we put together a script for tomorrow? So, we can have the flow. Shared the link to the script earlier but can change the permission so the document can be changed to the script that Jazzy provided. Make a copy and start a fresh one.

Motion to adjourn.

Meeting ended.