



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

**EDUCATION**

Community Schools Incentive Initiative  
Community Schools Advisory Committee (CSAC)  
Wednesday – Sept. 18, 2019  
Office of the State Superintendent of Education  
1050 First St. NE, Conference Room 523  
Washington, DC 20002

### Final Meeting Notes

1. Call to Order
  - Chairperson, John-Paul Hayworth called the first official meeting to order at 10:10 a.m.
2. Mayor's Office of Talent and Appointments (MOTA)
  - MOTA was on site to swear in two new members of the committee, Ellett Toomey, Fight for Children and Sarah Elwell, Washington Teachers' Union.
3. Ascertainment of Quorum
  - A quorum was not present for the meeting in terms of membership.
  - Introductions were made around the room.
4. Administration (OSSE)
  - Updates and activities for Fiscal Year 2019 and 2020 for the Community Schools Incentive Initiative (CSII) grant. Slide deck was made available to the committee.
    - FY19 End-of-grant year reports are due by Sept. 30, 2019.
    - FY19 End-of-grant year site visits are underway. Space is still available for members to attend.
    - FY20 funding for the continuation and competitive grant provided. Continuation CSII grant application closed on Sept. 13, 2019. Grant Award Notifications (GAN) to be issued by Oct. 1, 2019, no later than Oct. 4, 2019. Competitive Truancy Prevention and Literacy Pilot Program (TPLP) grant application closed on Sept. 16, 2019. GANs to be issued by Oct. 11, 2019.
    - Community of Practice (CoP)  
The CoP will resume on October 28. Sessions are advertised via OSSE Lea Look Forward and DC Public Charter School Board Wednesday Bulletin.
    - Community Schools Advisory Committee meetings are now operating under new structure.

5. District of Columbia Public Schools (DCPS)

- Carla Mike of DCPS provided information on DCPS Connect Schools (DCPS version of the Full-Service Community School). Key points of presentation: What do they feel like?, SY19-20 Cohort, Key Elements, Implementation Framework, Measures of Success, Connected Schools Manager Role, and Organizational Structure. Slide deck was made available to committee members.

6. Discussion by Chairperson

- Draft bylaws- The order creating the Committee requires us to adopt bylaws within 90 days of our first meeting. Copy of draft bylaws was made available to the committee. Please provide comments to me, Jose and Melissa Harper-Butler via tracked changes in the document.
- FY2021 budget – We discussed the letters that members of the previous advisory board and an unofficial advisory group had submitted in the FY2019 and FY2020 budget process. I am attaching copies of the letters here for your review. It is suggested a similar request for FY2021 to be made to OSSE for inclusion in their budget submission.
- Vacancies – There are a number of vacancies on the Committee that we need to fill with strong members. We currently need a representative from the Department of Health, the Department of Employment Services, the University of the District of Columbia and the UDC Community College, two directors of public charter schools, and three philanthropic or business organizations. If you have suggestions, please send the names and a brief explanation of why they might be a good fit to me, Jose and Melissa.
- Meeting date/time. I mentioned at the meeting that the third Wednesday meeting time was problematic for me and asked if the Committee would be open to a new date and time. I have prepared a doodle poll for this purpose. Please complete the poll by noon on Wednesday, September 25.
- Currently, the next meeting is scheduled for November 20 from 10am-noon. Please keep that date/time open on your calendars. We will update you on the results of the poll as soon as we can.
- Finally, I mentioned during the meeting that it might be beneficial for us to have a special meeting of the committee related to our budget request. Agencies must submit their budgets to the mayor's office by mid- to late-October. I am currently thinking that if that meeting is needed it should be the week of October 7. Please be on the lookout for more information about that.

7. Adjournment

- The meeting was adjourned at 11:48 a.m.

8. Next Meeting Wednesday, Nov. 20, 2019, 10 a.m.-12 p.m. at OSSE, 1050 First St. NE, Wash. DC 20002 Room Nannie Helen Burroughs (523).

Questions/Comments? Please contact Melissa Harper-Butler at (202) 478-2409 or [Melissa.Harper-Butler@dc.gov](mailto:Melissa.Harper-Butler@dc.gov).