



November 21, 2024

FACE Meeting Minutes

Google Meets link: meet.google.com/xyy-cbjv-zmh

Attendees:

	Name	Role
1	Angel Alicea	East Home-School Assistant
2	Adrian Jimenez	East Engagement Coordinator VISTA
3	Lindsey Brown	East Community Liaison Specialist
4	Caterina Leone-Mannino	East Upper School Principal
5	Yairin Medina	IBERO Family Service Assistant
6	Donntoya Bailey	Step to College, Director
7	Manny Ortolaza	Southeast Neighborhood Service Center, Asst. Administrator
8	Deon Rodgers	East Freshman Academy, Director
9	Sheri Munoz	East Physical Education Teacher
10	Marlene Blocker	East EPO Superintendent
11	Leandrew Wingo	East Lower School Principal
12	Nahoko Kawakyu-O'Connor	University of Rochester
13	Sam McCutchen	Center for Youth, Social Learning Specialist
14	Nicole Gardea-Butler	Director of URM School Based Health Center
15	Annaliese Wilmarth	Community & Career Coordinator
16	Angelica Pagan	Upper School Parent
17	LaKeya Hall	Education Project Manager, Connected Communities
18	Erica Sandson	Upper School Parent
19	Elio Villarini	Hillside Work-Scholarship, Youth Advocate
20	Theresa Jeffers	Upper School Parent

21	Marian Velez	Lower School Parent
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Collective Impact Networks; Health & Wellness, Family Engagement & Support, College Navigation, Career & Workforce Development

Welcome and Introduction (Agenda Review) (A. Alicea)

- Mr. Alicea opened the meeting and provided an overview of the agenda.
- All attendees introduced themselves.

Approve Previous Meeting Minutes

- A. Jimenez made a motion to approve the minutes.
- The motion was seconded by E. Sandson

Transition Updates (M. Blocker)

- M. Blocker relayed that the Tenant I and Tenant II teams met about process rather than topics for their last meeting. They discussed more of how things were going to be decided instead of what to decide. She emphasized that there are going to be changes.
- M. Blocker outlined the current items of discussion including staffing, special education continuum, the bilingual program, especially now that middle school Hispanic scholars are our largest group, and what curriculum East is going to use: the East created curriculum the last 10 years, the district's curriculum or a hybrid. Professional learning is also a current topic of discussion.
- There was a discussion about the current structure of the bilingual program and the desire to have students coming from bilingual programs have heritage language development supported all the way through the East program (6-12). Are there any questions on either the sped continuum or the bilingual program that I could answer to the people that are on this call? We're trying to understand how we can better meet the needs of our bilingual scholars that come to us in seventh or eighth grade. Many of them may come from a bilingual program and then they come to our lower school and we kind of click the switch off that they're no longer in a bilingual program because we don't offer one at middle school and then when they come to high school we turn the switch back on. So, we're trying to figure out a way with the district that we could have kids six through 12 whenever they come here, they can remain a part of the bilingual program or have their heritage needs met all the way through 6 through 12.

- C. Leone-Mannino spoke about East's proposal to add bilingual TAs to work with a cohort of students in each grade in grades 6-8 so that bilingual students receive native language support in all of their core classes.
- C. Leone-Mannino spoke about the desire to increase the number of students earning the seal of biliteracy. One way to do that would be to design and develop a two-way dual language program where heritage speakers continue to learn, native English speakers continue to learn, and at the highest levels of Spanish 3, four, AP Spanish, AP Hispanic literature, to merge them together and so that they can learn together in a natural setting and apply their language authentically.
- C. Leone-Mannino spoke about the desire to add a bilingual program for Arabic speakers at East.
- Donntoya Bailey expressed support for these ideas noting that she served many Spanish speaking students who would benefit from this model.

Tenet 6 Transition Discussion (L. Brown & C. Leone-Mannino)

- L. Brown spoke about the role of the FACE in the transition. She spoke about leveraging the power of this group to advocate for the continuation of family and community engagement aspects that we want to move forward through the transition. Because this is a group with many stakeholders, East would like to lift those recommendations up to the core committee.
- L. Brown said the plan for this meeting was to look at some prospective recommendations, discuss them, and then decide whether we want to lift them up to the core committee to bring to the overall transition process.
- L. Brown introduced a parent quote from our Community Cafe: "East supports families in every way. If they don't have it or can't provide it, they will find a way to connect you with an organization who can."
- L. Brown summarized the key parts of tenet 6: systems for communication, systems for engagement and empowerment, systems for cultivating relationships and bridging differences, and systems for continuous quality improvement.
- C. Leone-Mannino shared [a document](#) with participants a document containing a current inventory of practices at East related to tenant 6. She explained that she was going to solicit feedback and discussion for each practice and the group would decide whether to advance the recommendation to the core transition team. She described how each participant could add a comment to the document in writing or raise their hand to discuss. She indicated that after

integrating any suggestions and discussion, the group would vote to decide if the recommendation should be included for the core transition team.

- C. Leone-Mannino explained that the recommendations have been informed by stakeholder input including extensive Community Cafe discussions, specifically from April, May, and November of this year.
- C. Leone-Mannino went through the recommendations individually and listened to discussion for each.
- The recommendations voted on and advanced by the group to the core transition team were as follows:
 - East maintains a current community school directory with all partners and administrative staff represented.
 - East Community events, drives, and partnerships are regularly represented on social media feeds and web page(s), robo calls and texts.
 - Bilingual written and oral communication with Spanish-speaking families: Spanish language written and oral communication goes out for all events. Spanish / English translation is available for all events.
 - Community Liaison facilitates yearly asset mapping and needs assessment to capture stakeholder strengths and voice. Revisit the Community Needs Assessment regularly with FACE to provide updates.
 - Continue to use the CMTT for behavior referral and as a community partner service logger. Budget for ongoing maintenance of the tool. Consider whether Panorama can supplement this tool.
 - Continue to practice and/or expand collaborative leadership and shared voice by maintaining the community cafes. Maintain partnership with Connected Communities to support 5 community cafes each year and shift to parent-facilitated cafes.
 - Maintain Community Liaison position in alignment with the district's strategic plan for expansion of community schools. Transition CL position to be funded 1.0 FTE through the district's community schools department.
 - Community Liaison continues to perform individual outreach to students and families to facilitate access to community resources in collaboration with school leadership.
 - Community Liaison Specialist and Home School Assistant facilitate monthly FACE meetings to provide two-way communication between students, families, staff, community partners, and school administration.

- Preserve monthly signature events: Back to school BBQ/Orientation, Open House, Parent Teacher Conferences, Black History, Hispanic Heritage, ENL Cultural Celebration, Winter and Spring Concerts, Career Fair with budgeting for Title I, and Community Cafes.
- Continue to maintain the Urban Clothing Closet and Foodlink Food pantry. Transition to funding Foodlink pantry centrally through the community schools department. Exploring continue RYY with adjusted project scope (East \$). Explore establishing an MOA with the district to maintain the Cutting Edge barbershop.
- Families continue to have access to housing support through on-site Ibero Family Service Assistant case manager. Transition the Ibero contract to be funded through the district.
- The medical clinic continues to serve at least 75% of students with the capacity to serve 100% of students. Students enrolled in the clinic have access to mental health services if needed. The MOA with URMIC at East is maintained by the district.
- Students continue to have access to an on-site dental clinic. The MOA with Eastman Dental at East is maintained by the district.
- Prioritize SEL support for scholars with robust support from Center for Youth in Lower and Upper School in alignment with district Help Zone model. Students are able to build healthy habits by accessing drug prevention education through the Center for Youth. Transition the Center for Youth contract to be funded through the district.
- Work Readiness programs are integrated on site into the daily student experience. Scholars utilize CTE pathways to access career-readiness opportunities. Maintain funding through the district for the NYSAA WBL Coordinator (1.0 FTE), WBL Coordinator (1.0 FTE), Community & Career Coordinator (1.0 FTE), CTE Programs Coordinator (.5 CTE).
- Scholars regularly access community partners to assist in their transition to college. Maintain district MOAs/contracts (Urban League-GEAR Up, UR Upward Bound, Hillside Work Scholarship) and transition East EPO MOAs to district MOAs (MCC LPP, Step2 College).

Upper & Lower School Governance Council Updates

- Upper (C. Leone-Mannino)
 - C. Leone-Mannino discussed the beautification campaign of the Lighthouse student leaders. She spoke about how they have formalized

student government structures this year with class officers. She spoke about how they were now working on formalizing processes for decision making.

- Upper school scholars will be going to Roc the Change conference to talk about youth advocacy and change in our community and celebrate their learning.
- Recruitment of new students will start in December.
- There will be a FAFSA fest on December 11 in the library.
- Many East students are eligible for scholarships including New York State scholarships.
- Students are accessing many CTE pathways. The culinary students' METALS cafe is up and running.
- Lower (L. Wingo)
 - Lower school will be celebrating honor roll and high attendance students at their next town hall in December.
 - The lighthouse team is active and scholars make announcements to the entire lower school weekly.
 - The events team planned a great Halloween dance and are planning a pep rally for just before Christmas break.
 - The student ambassador team led state representatives around the school recently.
 - Town halls are starting to be student-run.
 - Lower school met all demonstrable indicators from the state for the first quarter. Staff celebrated this milestone with donuts and muffins and are excited for the great things to come in East Lower School.

Community School Event Updates & Data (A. Jimenez)

- A. Jimenez shared the statistics for clothing and food distribution from the urban clothing closet and food pantry.
- He highlighted that we earned about \$740 for the pantry in the Wegmans grocery run and had 17 participants.
- He highlighted that we had 19 participants in our first community cafe with 13 scholars supporting us with culinary and childcare.
- He outlined the recent donations received for our holiday basket distribution including a \$500 contribution from Browncroft community church, a \$200 contribution from Wegmans and a \$400 contribution from the Southeast Area



Coalition. Nortera foods contributed two cases of vegetables. Lighthouse students helped to pack 30 bags after school.

Next FACE Meeting 16, 2025

