



COMMUNITY EDUCATION COUNCIL 19

557 Pennsylvania Avenue ~ Room 201 ~ Brooklyn, NY 11207

PHONE: (718) 240-2743 ~ FAX: (718) 240-2750

EMAIL: CEC19@schools.nyc.gov

Annual Meeting Minutes July 17, 2024

The Annual Meeting was called to order by Ms. Jenise Narvaez at 6:15pm

Roll Call: Joyce French, Evelyn Pugh, Sarah Besson, Shakima Sealy, Andelliz Henriquez, Anclin Suarez and Kimberly Washington. **Excused Absence:** Tion Prescott **Absent:** Kendell Jamison and Diamond Daymon

Ms. Narvaez called the first order of business to elect a chair **Pro Tem** who will preside during the election of officers or until such time as a new president of the council has been elected. Following the election of the council president, we will conduct the other officer elections.

Ms. Narvaez “Are there any nominations for chair **Pro Tem**?” Ms. Suarez nominated herself for Chair Pro Tem. Roll call vote for Ms. Suarez to continue as Pro Tem: Joyce French, Evelyn Pugh, Sarah Besson, Shakima Sealy, Andelliz Henriquez, Anclin Suarez and Kimberly Washington (7-Yes).

Election of Officers for school year 2024-2025:

Nominations for the Office of President. Ms. Sealy nominated Ms. French for the Office of President – Ms. French accepted the nomination.

Roll call vote to Joyce French for the Office of President:

| Council Member | Round 1 |
|---------------------|-------------------------|
| Joyce French | Yes |
| Evelyn Pugh | Yes |
| Sarah Besson | Yes |
| Anclin Suarez | Yes |
| Andelliz Henriquez | Yes |
| Kimberly Washington | Yes |
| Shakima Sealy | Yes |
| Candidate Name | Number of Votes Round 1 |
| Joyce French | 7 |

(Results: 7 – YES for Ms. Joyce French) Congratulations, Ms. French. Ms. French has been elected to serve as council President for the 2024-2025 term.

Office of the Vice President: Ms. Sealy nominated herself for the Office of Vice President.

Roll call vote to Shakima Sealy for the Office of Vice-President:

| Council Member | Round 1 |
|----------------|---------|
| Joyce French | Yes |
| Evelyn Pugh | Yes |
| Sarah Besson | Yes |
| Anclin Suarez | Yes |

Approved on 8/14/2024



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| | |
|-----------------------|--------------------------------|
| Andelliz Henriquez | Yes |
| Kimberly Washington | Yes |
| Shakima Sealy | Yes |
| Candidate Name | Number of Votes Round 1 |
| Shakima Sealy | 7 |

(Results: 7 – YES for Ms. Shakima Sealy) Congratulations, Ms. Sealy. Ms. Sealy has been elected to serve as council Vice-President for the 2024-2025 term.

Office of the Recording Secretary: Ms. Sealy nominated Ms. Besson for the Office of Recording Secretary – Ms. Besson accepted the nomination.

Roll call vote to Sarah Besson for the Office of Recording Secretary:

| Council Member | Round 1 |
|-----------------------|--------------------------------|
| Joyce French | Yes |
| Evelyn Pugh | Yes |
| Sarah Besson | Yes |
| Anclin Suarez | Yes |
| Andelliz Henriquez | Yes |
| Kimberly Washington | Yes |
| Shakima Sealy | Yes |
| Candidate Name | Number of Votes Round 1 |
| Sarah Besson | 7 |

(Results: 7 – YES for Ms. Sarah Besson) Congratulations, Ms. Besson. Ms. Besson has been elected to serve as council Recording Secretary for the 2024-2025 term.

Office of the Treasurer: Ms. Suarez nominated Ms. Pugh for the Office of Treasurer – Ms. Pugh accepted the nomination.

Roll call vote to Evelyn Pugh for the Office of Treasurer:

| Council Member | Round 1 |
|---------------------|---------|
| Joyce French | Yes |
| Evelyn Pugh | Yes |
| Sarah Besson | Yes |
| Anclin Suarez | Yes |
| Andelliz Henriquez | Yes |
| Kimberly Washington | Yes |
| Shakima Sealy | Yes |



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| Candidate Name | Number of Votes Round 1 |
|----------------|-------------------------|
| Evelyn Pugh | 7 |

(Results: 7 – YES for Ms. Evelyn Pugh) Congratulations, Ms. Pugh. Ms. Pugh has been elected to serve as council Treasurer for the 2024-2025 term.

The elections were completed for CEC19 President, Vice President, Recording Secretary and Treasurer positions were filled.

Meeting adjourned at 6:25 pm by Ms. Jenise Narvaez, Administrative Assistant.

Calendar Meeting Minutes July 17, 2024

Calendar Meeting Start Time: 6:26pm

Ms. Joyce French opens meeting.

Roll Call: Joyce French, Evelyn Pugh, Sarah Besson, Shakima Sealy, Andelliz Henriquez, Anclin Suarez and Kimberly Washington. **Excused Absence:** Tion Prescott **Absent:** Kendell Jamison and Diamond Daymon

Approval of Meeting Minutes: Motion to approve meeting minutes of June 12, 2024. Meeting minutes were approved with no changes. Motion by Ms. French second by Ms. Pugh.

Community Reports:

Ms. Pugh – Community Back to School event on 8/24 with Lions Club, Fish Fry on 8/3 @ 2424 Linden Blvd. National Night Out PCT 75 on 8/6 and Anti-Bullying Workshop on 8/14.

Community Superintendent’s Report: Dr. Tamra Collins, Community Superintendent reported on the following: **(No physical report)**

- New Principal at MS 907 – Ms. Falyn Wiggan
- Meet with all schools (Budget appeals: _____, 213 and 273)
- Summer School updates (School sites and Summer Rising CBOs)
- District 19 Back to School event scheduled for Saturday, September 7th (1st weekend after first day of school). Location: PS 202.
- Afterschool programs for middle school students.

Public Comments: Kelley Pierre – Golf Clinic for High School students Ages: 13 and up.

CEC President Report: Ms. French reported on Chancellors Town Hall on Thursday, March 20,2025

Meeting adjourned at 7:07pm by motion by Ms. French, second by Ms. Washington.

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Business Meeting Minutes September 13, 2023

Business Meeting Start Time: 7:12pm

Ms. Joyce French opens meeting.

Roll Call: Joyce French, Evelyn Pugh, Sarah Besson, Shakima Sealy, Andelliz Henriquez, Anclin Suarez and Kimberly Washington. **Excused Absence:** Tion Prescott **Absent:** Kendell Jamison and Diamond Daymon

CEC By-Laws Review:

- Changes to Article II – Add Ms. Besson, Recording Secretary
- Changes to Article 11 Section 3. Duties of Officers - Add section 3.5 Timekeeper

Elect New Timekeeper: Ms. French nominated Ms. Suarez for the Office of Timekeeper – Ms. Suarez accepted the nomination.

Roll call vote to Anclin Suarez for the Office of Timekeeper:

| Council Member | Round 1 |
|----------------------|-------------------------|
| Joyce French | Yes |
| Evelyn Pugh | Yes |
| Sarah Besson | Yes |
| Anclin Suarez | Yes |
| Andelliz Henriquez | Yes |
| Kimberly Washington | Yes |
| Shakima Sealy | Yes |
| Candidate Name | Number of Votes Round 1 |
| Anclin Suarez | 7 |

(Results: 7 – YES for Ms. Anclin Suarez) Congratulations, Ms. Suarez.

Ms. Suarez has been elected to serve as council Timekeeper for the 2024-2025 term.

BUDGET PROPOSAL FOR SCHOOL YEAR 2024-2025:

CEC BUDGET: \$25,000.00

Budget breakdown will be as follows: (12) months for school year (July 2024 – June 2025)

\$17,650 will be put into CEC reimbursements (12) CEC members

\$2,018 will be put into the PURCHASE ORDERS (Supplies/Food)

\$1,000 will be put into P-Card

\$1,332 will be put for Copy Machine lease

\$3,000 will be put for Website

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The budget can be revisited and modified in the Spring 2025 to move the money to other areas to get the most use out of the budget.

BE IT FURTHER RESOLVED, the above proposed budget was voted on and adopted by a roll call vote of Community Education Council of District 19 on July 17, 2024, by the following members: Joyce French, Shakima Sealy, Evelyn Pugh, Sarah Besson, Anclin Suarez, Kimberly Washington, and Andelliz Henriquez.

CEC Meeting Schedule for SY 2024-2025:

Meeting Schedule for School Year 2024- 2025

| DATE & TIME | LOCATION |
|---|--|
| Wednesday, August 14, 2024 Calendar Meeting – 6:00pm Business – 7:30pm | Public School 13 557 Pennsylvania Avenue, Room118 Brooklyn, New York 11207 |
| Wednesday, September 11, 2024 Calendar Meeting – 6:00pm Business – 7:30pm | Public School 13 557 Pennsylvania Avenue, Room118 Brooklyn, New York 11207 |
| Wednesday, October 9, 2024 Calendar Meeting – 6:00pm Business – 7:30pm | Public School 13 557 Pennsylvania Avenue, Room118 Brooklyn, New York 11207 |
| Wednesday, November 13, 2024 Calendar Meeting – 6:00pm Business – 7:30pm | Public School 13 557 Pennsylvania Avenue, Room118 Brooklyn, New York 11207 |
| Wednesday, December 11, 2024 Calendar Meeting – 6:00pm Business – 7:30pm | Public School 13 557 Pennsylvania Avenue, Room118 Brooklyn, New York 11207 |
| Wednesday, January 8, 2025 Calendar Meeting – 6:00pm Business – 7:30pm | Public School 13 557 Pennsylvania Avenue, Room118 Brooklyn, New York 11207 |
| Wednesday, February 12, 2025 Calendar Meeting – 6:00pm Business – 7:30pm | Public School 13 557 Pennsylvania Avenue, Room118 Brooklyn, New York 11207 |
| Wednesday, March 12, 2025 Calendar Meeting – 6:00pm Business – 7:30pm | Public School 13 557 Pennsylvania Avenue, Room118 Brooklyn, New York 11207 |
| Wednesday, April 9, 2025 Calendar Meeting – 6:00pm Business – 7:30pm | Public School 13 557 Pennsylvania Avenue, Room118 Brooklyn, New York 11207 |
| Wednesday, May 14, 2025 Calendar Meeting – 6:00pm Business – 7:30pm | Public School 13 557 Pennsylvania Avenue, Room118 Brooklyn, New York 11207 |
| Wednesday, June 11, 2025 Calendar Meeting – 6:00pm Business – 7:30pm | Public School 13 557 Pennsylvania Avenue, Room118 Brooklyn, New York 11207 |

Meeting date and time are subject to change.



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School Liaison List: Members selected (3) schools of their choice.

New Business:

- Parent Conference (11/16/2024) - possible event locations: Jefferson HS campus, Maxwell HS or Van Siclen 19K654.
- Purchase of new CEC t-shirts (new color: Blue)

Meeting adjourned at 8:42pm by Sealy, second by Ms. Washington.