



The Urban Assembly School for Global Commerce
Erin E. Gehant, Principal; Jeffrey Galaise, Assistant Principal (IA)
2005 Madison Ave., 3rd Floor
New York, NY 10035

UASGC CTE Advisory Board
Wednesday, October 14th 2015
Minutes

Attendees:

In-person

- Erin Gehant
- Andrew Genn
- Bill Goetz
- St. Claire Gerald
- Bob Stromsted
- Robin Bramwell-Stewart
- Deanna Clark-Esposito
- Max Taffett
- Brett Fry
- Theodore Perry
- Cristy Galarza
- Velon St. Martin
- Viany Mejia
- Claudia Mendez
- Eric Dryden
- Jean Gaudreau

Phoning In

- Tom York
- Katy McShane
- Howie Mann
- Jill O'Sullivan
- Stacey Hodge
- Eddie Davila

Objectives

- To share data gathered in individual meetings over the summer
- To establish new committee structure which reflects shifting needs of the school
- To share curriculum information to help committees plug in and share contacts

Agenda

- I. Welcome
- II. Principal's Remarks
 - a. Culture of the school is strong and getting stronger
 - b. Focus on collaborative problem-solving in the classroom
 - c. New CTE teachers Joe King and Twinkle Muzamali bringing business world experience to the school and demonstrating aptitude for working with our students
 - d. Improved parent engagement an ongoing goal for the school
 - e. Currently under enrolled due to small 9th grade class which leads to a decrease in budgets, making fundraising even more important this year
 - i. Seeking help from PR and marketing professionals
 - ii. Working to prepare for upcoming CTE high school fair for 8th graders
 - iii. Developing strong relationships with 8th grade guidance counselors
 - iv. Importance of incorporating industry into school to build credentials and make UASGC a desired destination for students beyond district 5



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- III. Summer experiences for UASGC students
 - a. Two students participated in summer internships with the EDC
 - i. Students spent first week with Youth in Planning group with the APA conducting research around La Marqueta, an EDC managed property, which included an introduction to urban planning concepts. Students created a proposal to help improve the utility of the area.
 - ii. Students learned basic geocoding software that they used to archive loose photos in the EDC's index
 - iii. Students sat in on meetings at the EDC and including an introduction to the Bronx Borough President
 - iv. Students enjoyed 1:1 conversations with professionals at EDC and learning new skills for their roles
 - v. Human resources and filling out forms is an area where future students will continue to require substantial support
 - b. Rutgers Business School hosted students for SCM seminar in June and provided certificates at ceremony in August. Participating students earned 3 credits by successfully completing the program.
 - c. Port Authority of NY/NJ had selected at UASGC student to participate in a summer internship, but a family emergency prevented student from participating.
- IV. Update from Young Professional Board
 - a. We are starting our own 501(C)(3) that will exclusively support the work of UASGC. The YPB is working to help create and fund the organization to ensure that our students are able to receive all of the supplemental services necessary to be successful after high school.
- V. Takeaways from one-on-one meetings in August
 - a. Small group experiences are most rewarding for board members
 - i. Actions
 - 1. Initiating new Logistics Lunch model where students earn participation based on performance in CTE class and guest to student ratio is 5:1
 - b. Keeping students motivated is key
 - i. Action:
 - 1. Use networking events to empower students to pursue their own internships and build personal network
 - 2. Create new SCMA program to act as honor society
 - c. Members enjoy being part of the board, but we can refine structures to make commitment more consistent
 - i. Actions
 - 1. Create CTE Advisory Board Dashboard on uaglobalcommerce.org that will house minutes and calendar of upcoming events
 - 2. Improve regularity of monthly newsletters with opportunities for engagement
 - 3. Rearrange board committees to reflect changing needs of school
- VI. New committees
 - a. We believe that the current committee structure was more valuable when we had a new school, but that our needs have shifted.



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- b. There is also a general sense that the work of the board can be start and go due to the nature of some of the committees. Refocusing the work of the board to our work-based learning needs is the best way to mobilize our awesome team and provide our students with critical experiences.
 - i. New committees
 - 1. Job Shadow
 - 2. Worksite & College Visits
 - 3. Internships
 - a. UASGC is working with the Office of Postsecondary Readiness to receive Supplemental Internship Funding so that sites will not have to pay interns and the interns will have liability insurance which will indemnify sites.
 - 4. Guest Speakers and Career Fair
 - c. Eric will send Google Form to team to provide opportunity for partners to express preference for which committee they will sit on moving forward.
 - d. Committees will endeavor to meet soon as school year is already well under way.
- ~~VII. CTE Curriculum for Fall 2015~~
- ~~a. 9th Grade~~
 - ~~b. 10th Grade~~
 - ~~c. 11th Grade~~
- VIII. New Business
- IX. Upcoming needs for school
- a. Sites for warehousing interns in Spring 2016. We can provide funding for these internships through SIF fund
 - b. Logistics Lunch 10/29 and 12/16
 - c. Fall Freight Night 11/12 (Tentative)
 - d. Logistics Technology and Engineering trip to Museum of Art and Design on 11/19
 - e. Talent show and enrichment fair on 12/17