



Community District Education Council 26

New York City Department of Education

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Resolution to Amend Chancellor’s Regulation A-655 to Promote Videoconferencing Use in SLT Meetings

WHEREAS, New York State Education Law § 2590-h requires the Chancellor of New York City schools to establish School Leadership Teams (SLTs) in every public school, charged with creating the Comprehensive Educational Plan (CEP) and ensuring that the school’s budget is aligned with that plan, thereby performing a governmental functionⁱ; and

WHEREAS, Commissioner’s Regulation 8 NYCRR § 100.11 requires parent, teacher, administrator, and student participation in school-based planning and decision-making, and ensures that SLTs serve as the legally recognized vehicle for such collaborationⁱⁱ; and

WHEREAS, Chancellor’s Regulation A-655 “School and District Leadership Teams” provides for the composition, responsibilities, and operation of SLTs, requiring monthly meetings, consensus-based decision-making on development of the CEP and ongoing collaboration between parents, staff, and administratorsⁱⁱⁱ; and

WHEREAS, in *Matter of Thomas v. New York City Dept. of Education*, 2016 NY Slip Op 06989, the Appellate Division held that SLTs are “public bodies” subject to the Open Meetings Law (OML), because their mandated role in finalizing CEPs and aligning budgets constitutes the performance of a governmental function^{iv}; and

WHEREAS, the Open Meetings Law (Public Officers Law, Article 7, §§ 100–111) requires meetings of public bodies be open to the public, with advance notice, minutes, and public accessibility, and applies specifically to those SLT meetings where the team members are engaged in consensus-based decision-making to finalize the CEP^v; and

WHEREAS, section 103-a, paragraph 2 of the Open Meetings Law states, “A public body may, in its discretion, use videoconferencing to conduct its meetings pursuant to the requirements of this article provided that a minimum number of members are present to fulfill the public body's quorum requirement in the same physical location or locations where the public can attend”^{vi}; and

WHEREAS, community district and high school superintendents have been directed by the Department of Education (DOE) Division of School Leadership to prohibit SLTs from using videoconferencing to conduct meetings, contrary to the Open Meetings Law (See exhibit A); and

WHEREAS, the Division of School Leadership further cites Chancellor’s Regulation A-655 and the “School Leadership Team Toolkit”, issued by the Division of Family and Community Engagement (FACE) in the 2018-2019 school year, that “Tele-conferencing and video conferencing are not a permissible way to conduct a meeting. If a member could not attend a meeting, the team, if quorum has been met, can agree that the individual could call or video conference to be kept informed but it would not count towards attending a meeting or the remuneration stipend.” (See exhibit B); and

WHEREAS, the Division of School Leadership, by imposing such severe and exclusionary restrictions on the operations of the SLT that are particularly harmful to parent members, is contrary to the public interest, and in doing so, the DOE has overstepped its legal authority by adding new requirements and changing the scope of state law governing the operations of SLTs and its legally permitted use of videoconferencing to conduct meetings; and

WHEREAS, the principle of legal hierarchy has been clearly violated by the DOE Division of School Leadership; and

WHEREAS, the last update of Chancellor’s Regulation A-655 is dated March 24, 2010, but the state laws that the Chancellor’s Regulation are intended to implement have been amended on multiple occasions over the last 15 years and now constitutes a "regulatory invalidity"; and

THEREFORE, BE IT RESOLVED, Community Education Council (CEC) 26 urges the Panel for Education Policy to revise Chancellor's Regulation A-655 “School and District Leadership Teams”:

1. To be consistent with NYS Education Law § 2590 and Public Officers Law, Article 7, §§ 100–111; and
2. To promote the use of videoconferencing to serve the public interest, specifically by expanding the pool of parents who can apply to serve on an SLT, such as those who are unable to regularly attend in-person meetings due to work commitments, childcare responsibilities, or disability, as well as to increase the diversity of SLT membership by permitting participation of such parents; and
3. To relax in-person quorum and meeting requirements, specifically by permitting a limited number of parent members to regularly participate in SLT meetings via videoconferencing while still counting towards attendance and incurring legitimate claims for remuneration; and
4. To waive the videoconferencing procedures pursuant to OML for most SLT meetings, in consideration that the only governing function performed by SLTs is during the two meetings in which SLTs deliberate to approve the CEP and that all other SLT meetings merely serve as a forum for parent members to voice their concerns; and
5. To require District Leadership Teams (DLT), although not subject to the OML, to by default use videoconferencing to permit parent members (especially those who are unable to regularly attend in-person meetings due to work commitments, childcare responsibilities, or disability), including the President of the district’s Presidents’ Council (or designee), President of the borough high school Presidents’ Council (or designee), Chairperson of the Title I District Parent Advisory Council (or designee), president of the District CEC (or designee), and other members of the community (Community based organizations, staff of elected officials, etc.) to fully participate in meetings from locations other than in the district office; and

BE IT FURTHER RESOLVED, CEC 26 demands the DOE Division of School Leadership:

1. To immediately retract its misinterpretations of Chancellor’s Regulation A-655 and the School Leadership Team Toolkit issued 2018-2019 school year; and
2. To inform all schools that SLT meetings may be conducted via videoconferencing pursuant to the OML and that participation of members via videoconferencing is to be recorded as valid attendance; and
3. To inform all schools that remuneration claims of SLT members who participated in meetings via videoconferencing in past years shall be retroactively reimbursed; and

BE IT FURTHER RESOLVED, CEC 26 demands the DOE Division of Family and Community Engagement:

1. To inform all applicable DOE divisions that the School Leadership Team Toolkit, issued in earlier years, such as the 2018-2019 school year, is outdated and must not be referenced in any DOE policies and communications; and
2. To inform Family Leadership Coordinators in all community and high school districts to ensure all SLTs are aware of their rights to use videoconferencing to conduct meetings; and
3. To consider SLT meetings at all schools to be conducted via videoconferencing by default, e.g. – in-person at school as well as using videoconferencing to permit a limited number of parents and other members to fully participate from locations outside of a school; and
4. To work with the Division of School Leadership to update the contents of SLT training materials, as well as relevant DOE policies, procedures, templates, and guidance, to be consistent with state laws.

During the CEC 26 meeting held on October 16, 2025, the resolution was reviewed and unanimously approved by all members in attendance.

ⁱ <https://www.nysenate.gov/legislation/laws/EDN/2590-H>

ⁱⁱ [https://govt.westlaw.com/nycrr/Document/I3652de2cc22211ddb29d8bee567fca9f?viewType=FullText&originationContext=documenttoc&transitionType=CategoryPageItem&contextData=\(sc.Default\)](https://govt.westlaw.com/nycrr/Document/I3652de2cc22211ddb29d8bee567fca9f?viewType=FullText&originationContext=documenttoc&transitionType=CategoryPageItem&contextData=(sc.Default))

ⁱⁱⁱ <https://www.schools.nyc.gov/docs/default-source/default-document-library/a-655-english.pdf>

^{iv} https://www.nycourts.gov/reporter/3dseries/2016/2016_06989.htm

^v <https://opengovernment.ny.gov/open-meetings-law>

^{vi} *ibid.*

Exhibit A

Sent: Wednesday, October 8, 2025 9:43 AM

Subject: SLT Meetings Must Be Held In-Person on DOE Premises

Dear School Leadership Teams, **please share this with your SLT members** we have received a lot of SLT's from last year that have members claiming virtual time toward their SLT remuneration please see the guidance below and the guidance material attached.

I hope this message finds you well.

This is a reminder that, in accordance with **Chancellor's Regulation A-655**, all **School Leadership Team (SLT)** meetings must be held **in-person on school or DOE premises**. As outlined in the **SLT Toolkit (Division of Family and Community Engagement)**:

Tele-conferencing and video conferencing are not a permissible way to conduct a meeting.

If a member cannot attend a meeting, the team may allow the individual to call or video conference to stay informed, but this does not count as official attendance and does not qualify toward the SLT remuneration stipend.

Please ensure that your SLT meetings are scheduled at a time convenient for parent members and held in accordance with your team's bylaws. This policy helps maintain transparency, equity, and full participation in the decision-making process.

If you have any questions or need support in scheduling or structuring your meetings, feel free to reach out.

Thank you for your continued commitment to collaborative school leadership.

X Virtual SLT Meetings Are Not Permitted

According to **Question 21** in the SLT Toolkit FAQ:

Q21. Can the SLT hold its meetings outside of school or DOE premises?

A21. No. Chancellor's Regulation A-655 requires that all SLT meetings take place on school or DOE premises and be scheduled at a time convenient to the parent members.

- **Tele-conferencing and video conferencing are not a permissible way to conduct a meeting.**
- **If a member cannot attend a meeting, the team (if quorum is met) may allow the individual to call or video conference to stay informed, but this does not count as attending the meeting or toward the remuneration stipend.**

Division of School Leadership

Exhibit B



School Leadership Team Toolkit

Frequently Asked Questions

Division of Family and Community Engagement 2018-2019

Page 4

Q21. Can the SLT hold its meetings outside of school or DOE premises?

A21. No. CR A-655 requires that all SLT meetings take place on school or DOE premises and be scheduled at a time convenient to the parent members.

- ***Tele-conferencing and video conferencing are not a permissible way to conduct a meeting.*** If a member could not attend a meeting, the team, if quorum has been met, can agree that the individual could call or video conference to be kept informed but it would not count towards attending a meeting or the remuneration stipend.