



MINUTES
Board of Trustees Meeting
February 27, 2024

PRESENT

Lourdes Putz, Chair
Sabrina Philson, Trustee
Marcenia Johnson, Trustee
John Witherspoon, Trustee

GUESTS

Valerie Jacobson, Acting Head of School
Mary Kenny, Minutes Transcriber
Ellen Eagen, Legal Counsel
Additional Staff (32)

EXCUSED: Samuel Rivera, Trustee

1. WELCOME

Ms. Putz welcomed everyone to the meeting.

2. APPROVAL OF JANUARY BOARD MINUTES

- Mr. Witherspoon made a motion to approve the January Board minutes pending counsel review. Ms. Philson seconded. All were in favor.

3. ACADEMICS

Ms. Jacobson presented recent and upcoming events. Midyear STAR Testing took place between February 5-9 in ELA and Math classes. The AP Social Studies classes attended a Hamilton field trip on February 7. The Black History Month Gala took place on February 9. The PLC Winter Market New You Resource Fair occurred on February 14. School was closed February 19-23 for President's Day and Midwinter Recess. The WCHS Got Talent Show will take place on February 28. Upcoming dates include T2 Final Exams, which will take place March 5-8. T2 grades are due March 12. Grade verifications will occur on March 13. T3 begins on March 11. School will be closed on March 29 for Good Friday. The January and February Teachers of the Month are Mr. Vargas and Ms. Brown, respectively. The January and February Staff Persons of the Month are Ms. Yenque and Mr. Robinson.

Mr. Giscome presented academic updates. Content Review Week is occurring in classrooms as students and staff prepare for T2 finals. Teacher intervisitation continues with a focus on instructional routines, student engagement/group work, discussion techniques, and hands-on collaborative activities. T3 Midterms and Mock Regents Exams are occurring in ELA, Algebra I and II, Living Environment, US History and Government, and Global History. Mr. Giscombe presented STAR Tier 3 Progress Monitoring. 76% of students demonstrated reading/literacy growth and 84% of students demonstrated math growth. 22% of reading/literacy and 21% of math students will exit interventions. The Board discussed how WCHS defines proficiency and determines whether students should be removed from intervention services. Teacher and staff professional development continues.

95/200 seniors are on track for graduation. 83 made the Honor Roll and 42 are on the Principal's List. All students have been put on a graduation plan. Plans include current classes, credit recovery, APEX courses and night school with partner organization, YABC. The Board expressed concern over the on-track to graduate numbers. Ms. Martin anticipates that there could be 140 graduates after completion of coursework and credit recovery. Ms. Eagen requested a structured graduation audit review by several school personnel. 29 students have been accepted to college so far. 11 students are enrolled in the spring CollegeNow course.

4. OPERATIONS

Ms. Jacobson is collaborating with the College and Career Readiness (CCR), Special Needs and Academic Services (SNAS), and Technology Departments to prepare training, supplies, and schedules for the March 20 Exam Day

which will consist of Grade 9 PSAT and Grade 11 SAT testing. The DOE Teacher Survey was administered on February 13. Student and Parent survey administration will take place February 12-April 5. Trimester 3 student and teacher schedules will be prepared by March 8. An updated website with Educational Networks is in process. Recruitment and coverage for two teacher vacancies, Safety Manager, and Safety Officers continue. Recruitment collaboration continues. 1020/1555 laptops have been loaned out. 21 remain in stock. 179 laptops have been reported lost and 335 have been reported broken. 50 Chromebook replacements, 10 LG CreateBoards, 20 MacBooks, and 5 Surfaces have been purchased per the capital budget.

5. FACILITIES

Ms. Manion reported for Mr. James. The boiler is scheduled for repairs. The Facilities Department serviced all floors over the break and will submit proposals for lockers and paint. The HVAC unit in Room 324 needs servicing.

6. RECRUITMENT AND ENROLLMENT

Ms. Jacobson reported that enrollment is 772 in both ATS and Powerschool. The FTE is 772.51. Eight new students enrolled but are not reflected in the numbers. Six discharges are pending. The Board reviewed the numbers in detail by each cohort. Six students have received offers/acceptances, 32 are in process, and 39 are waitlisted.

The Board also reviewed extensive recruitment and marketing efforts which include advertising, in-person events, mailings and weekly blasts. The lottery will take place on April 2 at 6pm. 230 applications have already been received.

7. FINANCE

Ms. Fernandez reported that as of December 31, 2023, the collected revenue for the period was \$9,308,287. The total expenses were \$9,935,083. The total deficiency of revenue over expenses for the period is \$626,796. The Board reviewed the breakdown of assets and liabilities in detail.

8. HUMAN RESOURCES

Mr. Kloss stated that WCHS is analyzing current policy to meet requirements of the new Workplace Violence Prevention Law. HR will work with Mr. James to determine workplace risk evaluation and will look into NYS DOL model forms for future phases of compliance. Mr. Kloss and Ms. Offei are attending an online recruiting event in conjunction with CharterSchoolJobs.com. They are also working on digitizing all current staff to streamline future audits and paperwork. There were 3 instructional hires in January and 4 terminations. 2 instructors are currently on leave. 2 new file cabinets are in and the HR office is being organized. Employee files beyond 7 years post separation will be relocated to Ms. Offei's office. HR met with Brown and Brown for an initial 2024-25 benefits meeting. More information will follow as the broker goes out to market.

9. STAFF ADVISOR TO THE BOARD

Mr. Kronenberg gave kudos to the instructional team. Intervisitations have been very beneficials for teachers. He congratulated fellow teachers for engaging lessons and creating authentic connections with students. Wonderful WCHS events have been happening including BHM Gala, Valentine's Choir Performance, TDF residency field trip, a visual arts showcase, and social studies talent show. Ms. Pink and the PLC hosted a great fair prior to vacation as well. 100 bags were provided to the community. Mr. Kronenberg continues to work with staff and teachers. He suggested a midyear town hall or survey to check in with staff to get feedback.

10. ACCOUNTABILITY AND DEVELOPMENT

Ms. Manion reported that WCHS is awaiting renewal news from NYSED. Upcoming Board of Regents dates are March 10-11 and April 15-16. The CRDC is now due March 18 and is nearly complete. The ESF Monitoring audit is due March 13. An education company went in a different direction for anticipated February photoshoot. Ms. Manion will be inviting the media and electeds to anti-gun violence rally on March 27. WCHS hopes to partner with a local mutual aid organization for a fundraiser for local asylum seekers at our lottery. Senator Salazar, Assemblywoman Davila, and Councilwoman Gutierrez have been invited to our lottery. Ms. Manion is working with Ms. Johnson to try and set up Governor's Ball fundraising.

11. PARENT LEADERSHIP COUNCIL (PLC)

Ms. Pink presented. The PLC's Winter Market and New Year New You Resource Fair took place on February 14. A number of vendors attended, including the FBI, Woodhull Hospital, The Women's Health Pavilion, ABLE Adolescents Becoming Leaders Empowered, The Wick Against Violence/Los Sures, Bridge Street Development Corporation & MY Base Program, United States Army, First Tech Fund, DayOne, Good Temps, Riseboro, El Puente, St. Nicks Alliance, Build Your Wealth & Legacy, Brooklyn Youth Services Coordination- YSC, CUNY New York Early Childhood Professional Development Institute, Change Food for Good, Cypress Hills Local Development Corporation, PLC Valentine's Table, and M&S Bakery. They raised \$175 for the PLC. The next PLC meeting will be February 29. Presenters from the First Tech Fund and The Wick Against Violence will attend.

12. ADJOURNMENT TO EXECUTIVE MEETING

John Witherspoon made a motion to close. Ms. Johnson seconded. All were in favor.