

# WCHS Board of Trustees Meeting

April 2025



# April 29, 2025 Meeting Agenda

1. Welcome and Introductions
2. Approval of March Minutes
3. Academics
  - a. Calendar
4. Parent Leadership Council
5. Operations
  - a. LG CreateBoard Proposal
6. Facilities
7. Safety
8. Recruitment and Enrollment
9. Finance
10. Human Resources
11. Staff Advisor to the Board
12. Accountability and Development
13. Adjournment



# Important Dates 4/29/25

- #Travel With Charter EF Virtual Meeting Tues., 4/22 at 6pm
- P/SAT Make-Ups Weds. 4/23 8am-11am Room 213/809
- Shark Tank Assembly Weds 4/23 during Advisory/Period 3 in Cafeteria
- **T3 Midterm Exams 4/25, 4/28 & 4/29 (Make-ups)**
- Student Recruitment Open House 4/26
- Intermediate Theater Performance @5pm 4/29 in Cafeteria
- **T3 Midterm Grades Due by 8am 4/30**
- Dress for Success Workshop & Prom Giveaway 4/30 - Period 6 & 7 Lunch Periods in 121 (Grades 11-12)
- Intermediate Theater Performance @3pm 4/30 in Cafeteria
- Poetry Slam/Open Mic @3pm 5/1 in Cafeteria; Group 5 Credit Recovery Begins 5/1
- **T3 Progress Reports Released to Students 5/2; Teacher Formal Observations Due 5/2**
- Teacher Appreciation Week 5/5-5/9
- Student-Led Conferences 5/7 & 5/8
- NYSED State Visit 5/8
- AP Exams Begin 5/9-5/15
- Faculty vs Staff Sports Games 5/12 @6pm at 195 Graham Ave
- STAR Testing in Math & ELA classes 5/19-5/23
- NY Blood Drive with Student Council 5/20 in 121
- Athletics Awards Banquet 5/28 @4pm

# Trimester 2 Honor Roll - 4/29/25

## Our **Honor Roll** criteria





## Trimester 2 Honor Roll - # of Students - 4/29/25

|                         | 9th Gr | 10th Gr | 11th Gr | 12th Gr | Total |
|-------------------------|--------|---------|---------|---------|-------|
| <b>Honor Roll</b>       | 21     | 20      | 16      | 27      | 84    |
| <b>High Honor Roll</b>  | 10     | 15      | 17      | 23      | 70    |
| <b>Principal's List</b> | 9      | 7       | 24      | 50      | 90    |
| <b>Subtotal</b>         | 40     | 42      | 57      | 100     | 244   |

# March Teacher of the Month



## Congratulations, Ms. Terri-Ann Mattadeen!

**We are thrilled to recognize Ms. Mattadeen, an exceptional co-teacher at Williamsburg Charter High School, as our Teacher of the Month!**

**Ms. Mattadeen goes above and beyond every day to support her students—not only in the classroom but in every aspect of their educational journey. Her dedication is evident in the way she advocates for her students, ensuring their voices are heard and valued. Whether she’s attending parent meetings, collaborating with colleagues, or finding new ways to empower her students, Ms. Mattadeen exemplifies what it means to be a true champion for education.**

**Thank you, Ms. Mattadeen, for your passion, your heart, and your commitment to our school community. We are lucky to have you!**

## March Staff of the Month

# Congratulations, Mr. Ryan Lee!



**SO Lee is always willing to lend a hand and help students stay on track with attending their classes. He has a positive attitude and greets students with respect. Mr. Lee is an outstanding person and a valuable contributor to the school community. It is an honor and a pleasure to have him as a member of the Safety Team. He consistently tries to de-escalate situations before they become urgent issues.**

# Academics 4/29/25

[2025-2026 Calendar](#) for approval \*Pending DOE Calendar dates

Post Faculty Feedback:

- Move start date to Monday, August 25 and add December 22/23 to Winter Break
- Focus on concentrated professional development week of August 18-22. This schedule may include remote sessions. Additional PD to be provided after school week of August 25.
- Add remote PDs wherever possible throughout the year.
- Remote instructional days were considered; however schools are not able to offer remote instructional days outside of an emergency setting.

School Closed: June 30th-July 4th (except for Facilities); Non-Instructional staff get 6 additional floating vacation days to be used by 8/15/25; Instructional staff get 6 vacation days on the following Fridays (7/11, 7/18, 7/25, 8/1, 8/8, 8/15)

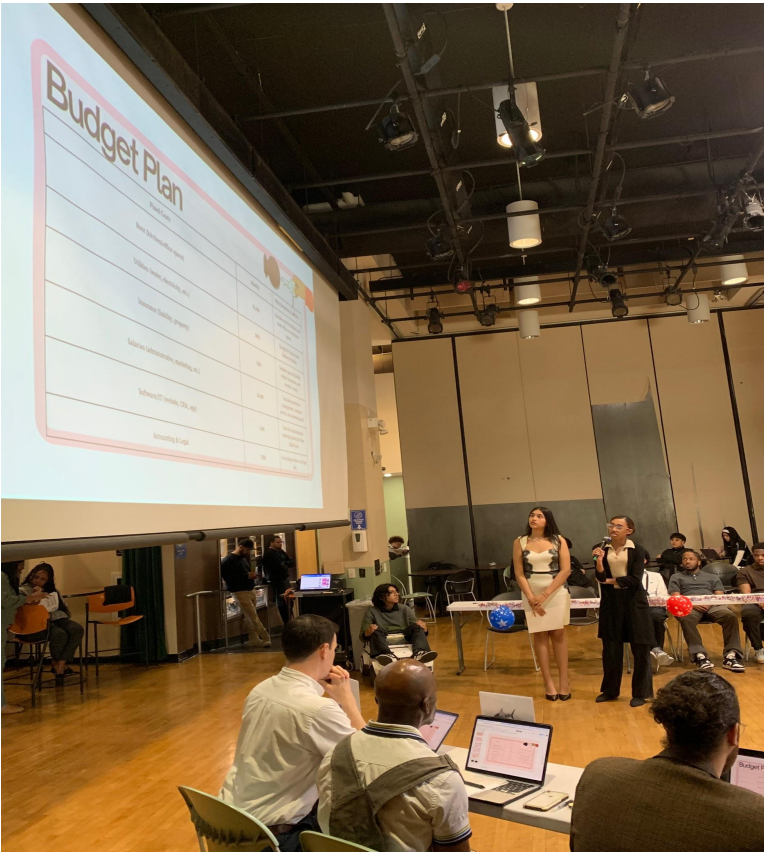
- Summer School: July 14th - August 6th, 8am-3pm, Monday-Thursday
- Teachers Return for Professional Development: Monday, August 18, 2025
- August Regents Exams: Tuesday, August 19 & Wednesday August 20
- Freshman Bridge Program: TBD
- First Day of School: Monday, August 25, 2025
- Last Day of School/Rating Day: Friday, June 26, 2026

# Academics - Admissions Lottery 4/2/25





# Academics - “Shark Tank” Competition 4/23/25





# Senior Data



## Class of 2025

**213** Students in the Class of 2025

1 Early Graduate: Class of 2026

Students in Good Standing! **ON TRACK** **137**  **127 Last Month**

**Slightly OFF TRACK:** **45**  **50 Last Month**

**OFF TRACK** Severely Undercredited: **31**  **Last Month 36**

### Regent Accumulation:

**123 Students** completed all 5 regent exams

**6 Students** Qualify for CDOS Credential 4 towards a Superintendent Determination and 2 towards their Plus 1 Exam

**24** students can potentially earn an advanced regents diploma

## 5th Year Seniors

48 Students

Class of 2021: 3 Students

Class of 2022: 6 Students

Class of 2023: 11 Students

Class of 2024: 28 Students

**1 Graduate has finished Requirements in January**

### Senior Fun:

Prom May 30th: 55 Students Paid  
Prom Court has been chosen!

Senior Trip Kalahari: June 9-10th  
12 Students Paid

Senior Trip Grad Night at Six Flags: June 6th  
6 Students Paid



Congrats Julian Skinner on your 2025 College Acceptances!



Embry-Riddle University

Farmingdale State College

Elizabeth City State University

University Of North Dakota

# College Acceptances! 2025

Currently **157** students have been accepted to college!  
**128** completed FAFSA Applications!  
**36** Completed TAP

WCHS will celebrate College Decision Day May 28th!



Congrats Kelon Bascomb on your 2025 College Acceptances!



Pace University

BMCC

Kingsborough Community College



Congrats Norrah Rochez on your 2025 College Acceptances!



University at Buffalo

St John's University

Temple University

Coppin State University

Lincoln University

Buffalo State University

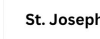
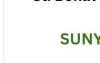
SUNY New Paltz

University at Albany

Central University



Congrats Chris Baez on your 2025 College Acceptances!



DePauw University

Quinnipiac University

St. Bonaventure University

Pace University

SUNY Buffalo

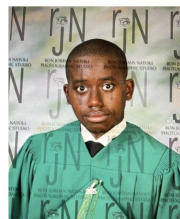
SUNY Stony Brook

St. Joseph's University

Keuka College



Congrats Abdullah Kante on your 2025 College Acceptances!



Hostos Community College

Queensborough Community College



Congrats Tajay Bigby on your 2025 College Acceptances!



Rochester Institute of Technology

Culinary Institute of America

Siena College

University at Buffalo

University at Albany

Rutgers University Camden &

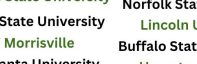
Newark College of Arts and Sciences

Susquehanna University

Purchase College



Congrats Kelsey Harriott on your 2025 College Acceptances!



Augusta University Cheyney University of Pennsylvania

Delaware State University Lincoln University

Morgan State University Norfolk State University

SUNY Morrisville Buffalo State University

Clark Atlanta University Hampton University



Class of 2025  
Valedictorian



With a Cumulative GPA of 109.47

Roslyn Rodriguez



**WILLIAMSBURG**  
CHARTER HIGH SCHOOL

Class of 2025  
Salutatorian



With a Cumulative GPA of 104.26

Kezia Bascomb

# Operations as of 4/29/25

- Preparing for NYSED Annual Visit with Department Leaders, Academy Leaders, Safety & Facilities and Accountability Manager
- Planning Spring Regents Review and creating Proctoring Schedules, trainings, exam orders and supplies and scantrons and accommodation rooms and room assignments with Data, SNAS, and Counseling Department for June Regents Exams, NYSESLAT and AP Exams
- Issue Trimester 3 Progress Reports and create schedules, flyers, and communications for Student-Led Conferences schedules
- DOE Survey extended online through 5/2/25; Teacher administered on 3/12, DOE Student & Parent Survey continues
- Scheduling Team preparing 25-26 Master Schedule and Student Course Selection screens, including student Course Selection Fair on 3/25 & Selections in Advisory on 3/26
- Emergency Readiness Drills: total of 12 for 2024-25 including 1 upcoming drill in May
- Non-instructional staff evaluations and E-portfolios in TeachBoost February through May
- Covered vacancies internally (17 sections) while recruiting for 1 Science Teacher/Coach, 1 PE Teacher, 1 SNAS Vacancy
- Continue “NO Cell Phone Zone” Pilot through Trimester 3 based on Governor Hochul’s proposal for a statewide ban
- Reviewing budget and completing 25-26 Budget with Finance Dept and Board Committee, including exploring long-term needs and plans:
  - Fundraiser/grant writer
  - Discretionary funding applications
  - Real estate



# LG CreateBoard Proposals

For Board Approval

# Need For CreateBoards

14 classrooms with semi-functional Promethean Boards/projectors in need of replacement

16 classrooms with non-functional Promethean Boards/projectors from 2009

21 classrooms have LG boards

32 classrooms have projectors

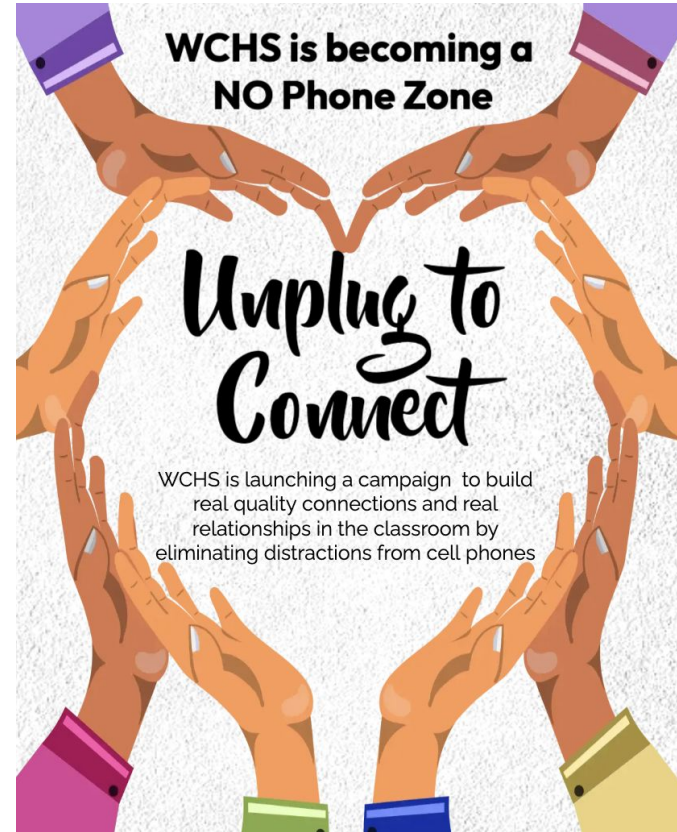
2 Boards are waiting for mounts so they can be installed.

### 3 Quotes

| Vendor    | Quote       | Price   | Notes  |
|-----------|-------------|---|--|
| TDSynex   | \$87,100    | \$4066.69/month for 24 months<br><b>or</b><br>\$2,700 for each board<br>\$400 for each mount<br>\$5,000 for install<br>\$3,000 for takedown | We will pay \$4,066.69/month for the remaining 30 boards and mounts. The agreement comes with: <ul style="list-style-type: none"><li>- a 5-year warranty</li><li>- Administration Software</li><li>- Free replacements</li><li>- Installation of new boards</li><li>- Takedown of the old boards</li></ul> |
| MainMicro | \$86,871.40 | \$53,850 - Boards<br>\$13,560 - Mounts<br>\$19,461 - Installation<br>\$10,000 - Takedown  | While this vendor's quote is a bit cheaper than TD, we would have to pay the entire cost up-front with MainMicro. We also lose the warranty and all add-ons.   |
| QnA       | \$105,500   | \$58,500 - Boards<br>\$12,000 - Mounts<br>\$20,000 - Installation<br>\$15,000 - Takedown  | This vendor requires the money to be paid up-front. They don't have an internal staff to do installations. So, they outsourced and the price has increased significantly.  |

# Head of Operations Report

- **New cell phone removal pilot went into effect 7/29**
  - Policy is a result of letter signed by 41 teachers, stakeholder surveys, research, and comparable policies going into effect at city and possibly state level
  - Cell phones are collected from students at the beginning of each day and returned at the end of day
  - Parents can call the Main Office at 718-782-9830 to contact their child during the day
- **Continuing No Phone Zone Pilot Program from Summer School.**
- **We believe this will allow our students to be:**
  - Engaged in classroom activities and assignments
  - Less dependent on electronics to do classwork
  - Less likely to engage in conversations around bullying
  - Less likely to be distracted and procrastinate on assignments in class



# Head of Operations Report

Community Covenant Updates: WCHS as a “No Cell Phone Zone”. Pending budget & results of the Pilot program, we may still consider Yondr—if students do bring a device, they must lock it in Yondr upon entry and can only unlock it upon exiting school. If students forget, lose or damage their Yondr, consequences will be issued as per the Community Covenant.

| Vendor                       | Price      | Quote                                   |
|------------------------------|------------|---|
| <a href="#">Yondr</a>        | \$25,155   | <a href="#">Revised Quote 8-7-24</a>    |
| <a href="#">Jordiam LLC</a>  | \$85,000   | <a href="#">Quote 8-1-24</a>            |
| <a href="#">Fixby</a>        | AUS\$9,532 | <a href="#">Quote 8-9-24</a>            |
| <a href="#">Phone Locker</a> | N/A        | Cannot sell in US due to Yondr’s patent |

# Head of Operations Report

- How will a phone/electronics-free school help?



BE HERE NOW

We believe this will allow our students to be:

- Engaged in classroom activities and assignments
- Less dependent on electronics to do classwork
- Less likely to engage in conversations around bullying
- Less likely to be distracted and procrastinate on assignments in class

Ask: Requesting the Board update Community Covenant Cell Phone/Electronics policy to reflect students turn in phones upon arrival to be returned at the end of the day

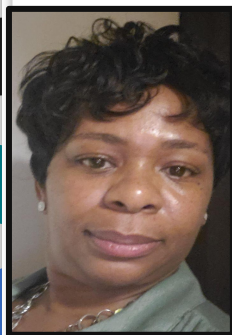


**WILLIAMSBURG**  
CHARTER HIGH SCHOOL

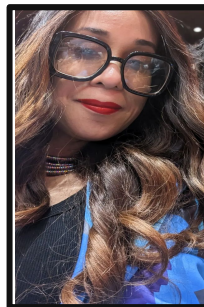




# MEET OUR PARENT LEADERSHIP COUNCIL (PLC) MEMBERS FOR 2024- 2025 SCHOOL YEAR



**OUR PLC PRESIDENT  
MONIQUE BOWENS**



**OUR PARENT COORDINATOR  
/ PLC LIAISON MS. PINK**



**OUR PLC PARENT FUNDRAISING  
COORDINATOR CATHERINA DAVIUS**



**OUR PLC SECRETARY  
DENISE TURNER**



**OUR PLC TREASURER  
LUCIA MARTINEZ- JIMENEZ**

.....

# WCHS ANNUAL SCHOOL LOTTERY AND FAMILY RESOURCE EVENT IN PERSON

DATE: APRIL 2nd, 2025

TIME





















VIRTUAL PLC MEETING TOOK PLACE ON:  
DATE: APRIL 24TH, 2025  
TIME: VIRTUALLY AT 6PM

*We had an Amazing meeting with our families & scholars. Our presenter was The Campaign Against Hunger. They presented their upcoming Youth Leadership Conference, their Green Teen Program which teaches young adults about agriculture, they discussed their Cyber Pantry, volunteering opportunities, Warehouse Workforce Program with employment opportunities for our graduating scholars and one on one assistance with SNAP benefits. Principal Jacobson will provide updates & school news, Community Resources & Positive Vibes from Ms. Pink plus The PLC Raffle. Remember, if you miss a PLC meeting you miss a lot! Our next PLC Meeting is May 29th, 2025 @ 6pm.*



## VIRTUAL PARENT LEADERSHIP COUNCIL (PLC) MEETING



Join us for our upcoming Virtual PLC meeting. Our guest presenter will be The Campaign Against Hunger (TCAH). Since 1998, this Amazing organization has been providing food & resources to thousands of New Yorkers in need. They use a community-based approach to care for & feed hungry individuals in New York City and neighboring communities.

During our meeting, the Campaign Against Hunger will discuss their upcoming Youth Leadership Conference, their Green Teen Program which teaches young adults about agriculture, their Cyber Pantry, volunteering opportunities, their Warehouse Workforce Program, and one-on-one assistance with SNAP benefits.

Mark your calendars for APRIL 24th, 2025, at 6 PM for this Virtual meeting. Check your email for the Zoom link. For more information, contact Ms. Pink at [mpink@thewcs.org](mailto:mpink@thewcs.org). See you VIRTUALLY!







## EXCITING ANNOUNCEMENT FOR GRADE 11 & GRADE 12 STUDENTS!

Woodhull Hospital and your Parent Coordinator, Ms. Pink, have joined forces for an incredible Dress for Success & Prom Giveaway Event. Come & Join us to discover the secrets of dressing for success in an interview & gain valuable interviewing tips. This event is open to all Grade 11 & Grade 12 students.

But wait, there's more! Ms. Pink will also be hosting her Annual Prom Dress Giveaway, exclusively for Graduating Seniors. Mark your calendars for April 30th, 2025, and head over to the WCHS Media Center on the 1st floor from 11:30am to 1:30pm. Don't miss out on this Amazing opportunity! Email Ms. Pink at [mpink@thewcs.org](mailto:mpink@thewcs.org) for more details. Get ready to Dress for Success and shine at your next interview! And turn heads at the Prom!



WEDNESDAY

APRIL  
30

## APRIL 30th, 2025 WOODHULL HOSPITAL COLLABORATION WITH MS. PINK: DRESS FOR SUCCESS & MS. PINK'S PROM GIVEAWAY 2025.

**LOCATION: WCHS  
MEDIA CENTER  
TIME: 11:30AM-1:30PM**



## ¡ANUNCIO EMOCIONANTE PARA ESTUDIANTES DE GRADOS 11 Y 12

El Hospital Woodhull y su Coordinadora de Padres, la Sra. Pink, han unido fuerzas para un increíble Evento de Obsequio de Vestidos para el Éxito y Baile de Gala. Ven y únete a nosotros para descubrir los secretos de cómo vestirse para el éxito en una entrevista y obtener valiosos consejos para entrevistas. Este evento está abierto a todos los estudiantes de Grados 11 y 12.

Pero espera, ¡hay más! La Sra. Pink también organizará su Sorteo Anual de Vestidos de Fiesta, exclusivamente para estudiantes de último año que se gradúan. Marque sus calendarios para el 30 de abril de 2025 y diríjase al Centro de Medios de WCHS en el primer piso de 11:30am. a 1:30pm. ¡No pierdas esta increíble oportunidad! Mande un email a la Sra. Pink a [mpink@thewcs.org](mailto:mpink@thewcs.org) para más detalles. ¡Prepárate para vestirte para el éxito y brillar en tu próxima entrevista! ¡Y llama la atención en el baile de gala!



WEDNESDAY

APRIL  
30

# Facilities

1-Two new air conditioning compact units were replaced on the 9th floor roof, Servicing Unit 5-11 Room 526 & Unit 4-8 Room 430



2-Two additional air conditioning units have burned out requiring replacement Unit 5-5 providing service to office 518 and 5-6 serving the 5th floor hallway

3-All air conditioning unit filters are being replaced & the system's flushed. The units are presently available for use.

4-A new in house Facilities staff have been trained and started operation at the school on 4/27/25

5-At this time no scheduled work order has been submitted by ownership for the schools Local law 11 for the buildings exterior wall facade



## Safety

- Morning Entry and Dismissal procedures continue to be a success.
- 2 EMS Visits. 2 transport.
- NYPD provides coverage for morning arrival and dismissal on Bushwick ave, and White Street.
- Weekly Online meeting with 90 pct Commanding Officer, and YCO. No Concerns to report.
- Attending 2nd Quart Neighborhood Safety Coalition - May 1.
- Attending NYPD PBBN borough wide meeting. May 1.
- **REMINDER- IF YOU SEE SOMETHING OR HEAR SOMETHING. SAY SOMETHING.**



# Recruitment and Enrollment 7/16/24

|              | <b>Jun.<br/>23</b> | <b>Oct.<br/>23</b> | <b>Nov.<br/>23</b> | <b>Jan.<br/>24</b> | <b>Feb.<br/>24</b> | <b>Mar.<br/>24</b> | <b>April<br/>24</b> | <b>May<br/>24</b> | <b>Jun<br/>24</b> | <b>Jul<br/>24</b> |
|--------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|-------------------|-------------------|-------------------|
| PowerSchool  | 908                | 775                | 775                | 779                | 772                | 767                | 766                 | 758               | 758               | 597               |
| FY 24<br>FTE | 922.9              | 770.6              | 775.8              | 773.5              | 772.5              | 770.8              | 770.8               | 770.5             | 770.5             | 768.1             |

|                 | <b>Discharges</b> |
|-----------------|-------------------|
| Graduated       | 160               |
| Will not Attend | 29                |
| Aged-out        | 18                |
| 2/8-6/30/23     | 55                |
| 7/1/23-6/20/24  | 152               |





# Recruitment and Enrollment 1/27/25

## Recruitment/Marketing Plan

- Social Media Advertising
- In print and online publication advertising
- Radio advertising
- Cinema Screen advertising
- Bus route advertising
- In-person events with community organizations
- In-person high school fairs at local middle schools
- In-person open houses
- In-person school tours for middle schools
- Weekly Email blasts
- Mailings to local middle school counselors
- Mailings to NYC DOE mailing list and additional addresses in feeder zip codes
- Canvassing local establishments with updated brochures and postcards
- Seeking proposals for online lead generation services
- Seeking proposals for marketing/branding/reputation management services



# Recruitment and Enrollment 4/29/25

|                           |                   |                        |
|---------------------------|-------------------|------------------------|
| <u>Powerschool</u><br>663 | <u>ATS</u><br>663 | <u>FTE*</u><br>658.249 |
|---------------------------|-------------------|------------------------|

1. \*As per 3/14/25 Billing Document
2. 4 Pending Discharge, 151 Discharges and 29 Will Not Attend since 7/1/23; 94 Discharges, 10 Aged-out and 29 Will Not Attend since 7/1/24; 15 August graduates
3. 2021-22 Admissions Lottery on 4/12/21 at 6pm (~196 attendees); 2022-23 Admission Lottery on 4/4/22 at 6pm (Zoom Attendees: 162, In-person Attendees: 21, Volunteers: 23); 2023-24 Lottery on 4/4/23 (5 in-person, 71 online)
4. 22-23 Incoming 9th Grade seats = 330; Incoming seats in grades 10th= 25 , 11th= 25 , 12th= 0
5. SchoolMint Applications:

|              | 4/1/21     | 4/1/22     | 4/1/23     | 4/1/24     | 4/1/25     |
|--------------|------------|------------|------------|------------|------------|
| 9th Gr       | 415        | 408        | 279        | 253        | 230        |
| 10th Gr      | 29         | 54         | 39         | 42         | 26         |
| 11th Gr      | 23         | 39         | 19         | 20         | 20         |
| 12th Gr      | 7          | 13         | 11         | 14         | 10         |
| <b>Total</b> | <b>474</b> | <b>514</b> | <b>348</b> | <b>335</b> | <b>286</b> |

# Recruitment and Enrollment 4/29/25

## Lottery Application for 2025-26

- Lottery Deadline 4/1/25
- Lottery 4/2/25
- 289 Applications as of 4/2/25
- 25-26 Seats Declared: 9th Gr - 220, 10th Gr - 25; 11th Gr - 10; 12th Gr - 0

## Applications as of 4/29/25:

| 9th | 10th | 11th | 12th | Total |
|-----|------|------|------|-------|
| 255 | 37   | 27   | 11   | 330   |

# SY 25-26 Recruitment and Enrollment as of 4/29/25

Two new students have been enrolled in SY 24-25 since the last board meeting:

- 10th Grade - 1
- 11th Grade - 1





# Recruitment and Enrollment as of 4/29/25

| Grade Level | Total In Grade         | 2021             | 2022             | 2023              | 2024                | 2025                  | 2026                 | 2027                 | 2028                 | Unclassified  |
|-------------|------------------------|------------------|------------------|-------------------|---------------------|-----------------------|----------------------|----------------------|----------------------|---------------|
| 9           | 110<br>M 64<br>/F 46   | 0<br>M 0<br>/F 0 | 0<br>M 0<br>/F 0 | 0<br>M 0<br>/F 0  | 0<br>M 0<br>/F 0    | 0<br>M 0<br>/F 0      | 0<br>M 0<br>/F 0     | 2<br>M 1<br>/F 1     | 108<br>M 63<br>/F 45 | 0<br>M 0 /F 0 |
| 10          | 141<br>M 82<br>/F 59   | 0<br>M 0<br>/F 0 | 0<br>M 0<br>/F 0 | 0<br>M 0<br>/F 0  | 0<br>M 0<br>/F 0    | 0<br>M 0<br>/F 0      | 2<br>M 1<br>/F 1     | 139<br>M 81<br>/F 58 | 0<br>M 0<br>/F 0     | 0<br>M 0 /F 0 |
| 11          | 153<br>M 83<br>/F 70   | 0<br>M 0<br>/F 0 | 0<br>M 0<br>/F 0 | 0<br>M 0<br>/F 0  | 0<br>M 0<br>/F 0    | 1<br>M 0<br>/F 1      | 152<br>M 83<br>/F 69 | 0<br>M 0<br>/F 0     | 0<br>M 0<br>/F 0     | 0<br>M 0 /F 0 |
| 12          | 259<br>M 116<br>/F 143 | 3<br>M 1<br>/F 2 | 6<br>M 5<br>/F 1 | 11<br>M 7<br>/F 4 | 27<br>M 16<br>/F 11 | 212<br>M 87<br>/F 125 | 0<br>M 0<br>/F 0     | 0<br>M 0<br>/F 0     | 0<br>M 0<br>/F 0     | 0<br>M 0 /F 0 |
| Total       | 663<br>M 345<br>/F 318 | 3<br>M 1<br>/F 2 | 6<br>M 5<br>/F 1 | 11<br>M 7<br>/F 4 | 27<br>M 16<br>/F 11 | 213<br>M 87<br>/F 126 | 154<br>M 84<br>/F 70 | 141<br>M 82<br>/F 59 | 108<br>M 63<br>/F 45 | 0<br>M 0 /F 0 |



# Recruitment and Enrollment 4/29/25

- **Open House (s):**

- 3/22/25: Open Arts: Melody, Motion and Mud: 14 Families
- 4/2/25: Lottery Night: 19 families
- 4/5/25 Open House: 14 families
- 4/26/25: Open House: 8 families

- **Recruitment:**

- Student Canvassers Program March - April:
  - IS 318, MS 582, IS 347/349, JHS 162
  - Supermarkets, Cars, Train Stations, Pizza Shops
  - Phone calls post lottery
- Attended High School Fair Sat. March 29th
- Upcoming Street Fairs: Graham Ave Fiesta

- **Marketing In Progress:**

- New York Daily News: 100k Email Blast + Facebook Retargeting
- El Diario: 100k Email Blast
- Bus Shelter Ads: 7 ads to be placed in our feeder zip codes



# Finance

## WCHS Financial Update Board Meeting – April 29, 2025

This is the Financial Statement as of February 28, 2025  
total collected revenue for the period \$10,654,995 million.  
**(93% Per Pupil Revenue, 7% other)**

Total expenses for the period \$10,936,539 million.  
**(56% Personnel Services, 10% Contracted Services, 21% Rent, 2% Utilities, 11% Other expenses)**

Total revenue over expenses for the period is **\$(281,544)**

|   |             |  |
|---|-------------|--|
| <b>Assets</b>                             |             |  |
| Cash and Cash Equivalents                 | 11.6        | Bank Acct, Petty Cash,                                   |
| Account Receivable                        | 0           | Title Funds  |
| Total Fixed Assets                        | 2.0         | Leasehold improvement, Furniture,<br>Equipment, software |
| New Building                              | 4.2         | New Building Cost  |
| Building Security Deposit                 | 1.5         | Rent Deposit   |
| Prepaid expenses and Deposits             | 595,254     | Utility, Insurances, other                               |
| <b>Total Assets</b>                       | <b>20.0</b> |  |
| <b>Liabilities</b>                        |             |  |
| Accounts Payable, Accrued expenses        | 0           | Bills, Accrued salaries/taxes                            |
| Unearned Revenue                          | 2.0         | Advanced Per Pupil fund                                  |
| <b>Total Liabilities &amp; Net Assets</b> | <b>20.0</b> | 6.6<br>Unrestricted Net Assets                           |

Notes: 403B audit is in process.  
Interim Audit Schedule for the week of May 5<sup>th</sup>



# Human Resources

- March New Hires - 1 Operations.
- March Separations - 1 Operations.
- LOA - 1 Instructional & 2 Operations employees currently on Leave.
- We provided a 30 day notice to Executive Cleaning Services to discontinue service in an effort to better contain Facilities costs.
- Continued working on recruiting *in house* cleaning staff with a 4/14/25 start date for training while students and staff are on Spring Break.
- Continued working with NYC Charter School Center to provide guidance to our uncertified staff to help them attain certification.
- Worked with staff to complete the Mandated Reporter Training through OCFS.
- Worked with Finance on rolling out the 3% salary adjustment for all Staff.
- Worked with Student Recruitment to set up Student Canvassers to spread the word.
- Sent out Spring Athletics addenda, Spring Regents Review addenda and an additional stipend for DL's to perform Observations of the instructional staff.
- Started gearing up for a lot of recruiting for the 2025/2026 school year.







- 1.) Thank you Valerie, Katie & Sam for discussions related to calendar and considering staff suggestions for implementation
- 2.) Great Events Happening- Shark Tank, Poetry Slam, Upcoming Addams Family Musical 5/21 & 5/22
- 3.) AMDA came and did a workshop with our kids. Impressed with their engagement. Echoed at the Met's *Salome* by various Educational Outreach Staff. Guest Broadway performers were wowed by the choir and the theatre and dance students.
- 4.) Discussions in motion for additional School Improvement Ideas that have been discussed surrounding Care Time, Sports programming and other aspects of school improvement and identity.

# Accountability and Development

## Accountability

- Civil Rights Data Collection submitted on April 7
- 2025-26 Survey of Charter School Enrollments and Poverty Status Report submitted on April 22
- **NYSED Check-In Visit** - Afternoon of Thursday, May 8\*
  - WCHS Action Plan (charter progress towards benchmarks)
  - Following this check-in visit, NYSED will send a check-in memo to the board chair and school leader that will summarize the successes, challenges, and progress made on the Performance Framework benchmarks discussed
  - Schedule
    - Focus group with school leadership, 1 hour (identify leadership team participants)
    - Classroom observations with a school leader (a sampling of core courses including ELA, US History, ELL and SWD supports, any class we would like to highlight, or exemplifies the school's mission or KDE)
    - Brief follow-up meeting with school leaders, 15 min. (identify participants)

## Development/Community

- **Fundraising**
  - Total Raised = **\$35,905**
  - Recent projects
    - Film shoot 4/26 and 4/27 (\$5,000 donation)
  - Pending Projects
    - Potential film shoot 5/4 with same group
- **Grants**
  - Security Reimbursement Program Application due May 14 (CSBM to complete)