

WCHS Board of Trustees Meeting

August 2024



Agenda

1. Welcome and Introductions
2. Approval of July Minutes
3. Academics
4. Operations
 - a. Safety Plan Approval
5. Facilities
6. Safety
7. Recruitment and Enrollment
8. Finance
9. Human Resources
10. Staff Advisor to the Board
11. Accountability
 - a. Title I Consultation/Collaboration





- Important Dates

- Freshman Bridge Aug 22
- Virtual Parent Town Hall Aug 22 at 12pm
- Family Day Aug 23 12-3pm
- First Day of School Aug 26
- School Closed: Labor Day Sep 2
- Sophomore & Junior Parent/Student Orientation Sep 5 @6pm
- Freshman Parent/Student Orientation Sep 9 @6pm
- Senior Parent/Student Orientation Breakfast Sep 14 @10am
- STAR Testing (in class) Sep 9- 13
- SNAS Parent Orientation Sep 17 @6pm
- ELL Parent Orientation Sep 19 @6pm
- Virtual Curriculum Night Sep 25 @6pm
- Virtual PLC Meeting Sep 27 @6pm



Academics 8/23/24

- School Initiatives for 2024-25
 - WCHS “No Phone Zone” Pilot Program: Phones are not allowed beyond metal detectors
 - Partnership with Brooklyn Neighborhood Services Financial Literacy & Chase Bank
 - Expanded Honors, AP and SUPA Program
 - Rock the Regents Campaign
 - School-wide monthly themes and PBIS
 - Monthly College & Career speakers in collaboration with Club Adam
 - Curriculum Updates: Advisory, College & Career Readiness, Next Gen Science: Biology and Earth/Space Science
 - Seal of Biliteracy due 12/1
 - Seal Civic Readiness due 8/1 and Approved by NYS
 - CDOS Credential expansion
 - Schoolwide Committees: School Improvement, Student Government, Student Recruitment, Attendance, Fundraising, Sunshine, Middle School

Academics 8/23/24 - Family Day



Academics 8/23/24 - August Graduation



Academics 7/16/24



Class of 2024 Graduation Data



160 Students Graduated on June 27th 2024!

Total Number of Students in Class of 2024: 193

152 Graduates of the c/o 2024= 79%

2 Early Graduates of the c/o 2025

5 5th Year Graduates from the class of 2023+

4 c/o 2023 Graduates =83%

1% 2022 Graduates= 84%

August Graduates: 19 Potential 7 need Regents Only



WILLIAMSBURG
CHARTER HIGH SCHOOL



2024 Graduate College/ Career Commitments



2 year Private: 2 students
4 year Private: 35 students
SUNY 4 Year: 10 students
SUNY 2 Year: 3 Students
CUNY 4 Year: 41 students

CUNY 2 Year: 31 Students
Trade School: 17 students
Military: 5 students
Employed: 11 Students
No Decision 7 students



WCHS has been chosen as the 2024 NYAGV Honoree

NYAGV | NEW YORKERS
AGAINST GUN VIOLENCE
EDUCATION FUND

BENEFIT DINNER
OCTOBER 8, 2024 6:30pm

MANHATTAN PENTHOUSE
80 FIFTH AVENUE



“On behalf of New Yorkers Against Gun Violence Education Fund, I am writing to invite Williamsburg Charter High School to be an honoree at NYAGV Ed Fund’s 2024 Annual Benefit on October 8, 2024.

*As a statewide organization focused on preventing gun violence and supporting youth and schools, **we applaud Williamsburg Charter High School and your leadership for your schoolwide response and initiatives to support your students and teachers who have been impacted by gun violence. It has been a privilege to partner with your school, staff, and students to support and empower your community to become leaders locally and advocates nationally.*** “

Operations as of 8/23/24

- Administered August Regents Exams and coordinate scoring and compliance rosters, scantrons, letters, room assignments, auto-calls, trainings and proctoring schedules
- Finalized 2024-25 Master Schedule, including building in Common planning periods by department, issued teachers schedules by the first day of PD and issued student schedules by Family Day
- Covered vacancies internally (10 sections) while recruiting for 1 ELA teacher, 1 Science Teacher/Coach, 1 Academic Counselor, 1 Counselor Leave Replacement, 1 CCR Teacher/Coordinator
- Conducted Emergency Readiness Training for all staff and set drill schedule as per NYS requirements
- Community Covenant updates to be submitted to NYSED
- For Approval: School Safety Plan and District Safety Plan posted to school website last month: <https://thewcs.org/safety-plan/>



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
Yondr	\$25,155	Revised Quote 8-7-24
Jordiam LLC	\$85,000	Quote 8-1-24
Fixby	AUS\$9,532	Quote 8-9-24
Phone Locker	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:

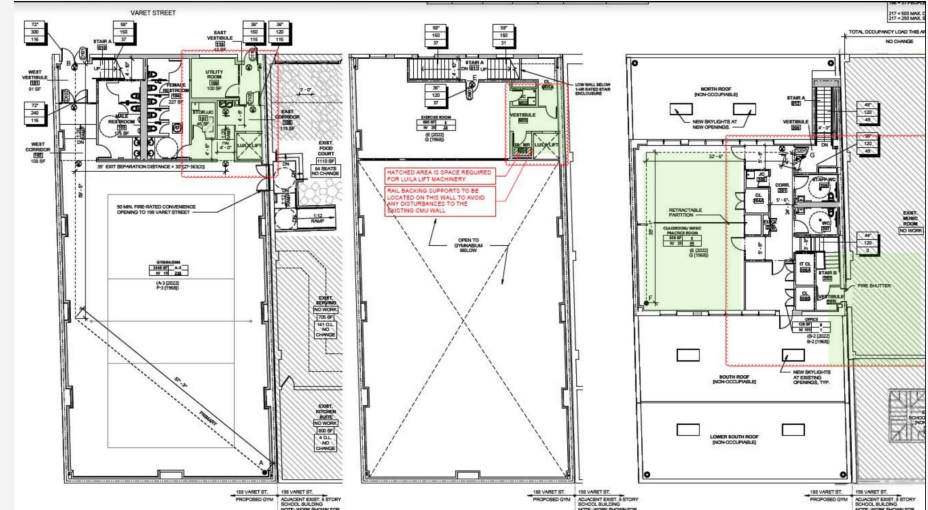
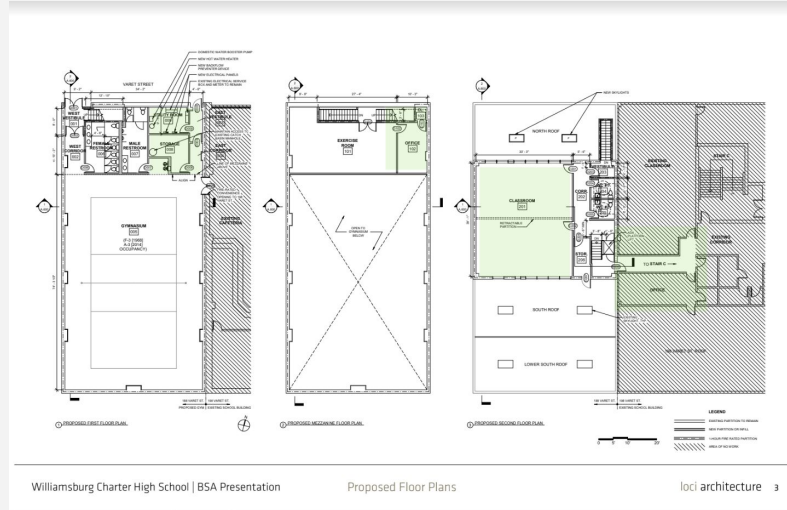
- Engaged in classroom activities and assignments
- Less dependent on electronics to do classwork
- Less likely to engage in conversations around bullying
- Less likely to be distracted and procrastinate on assignments in class

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

Facilities - New Gym Update



- Manny worked with architect to find alternative solution to permanent easement
- Changes:
 - The second floor usable space was reduced to lower occupancy to 49 people.
 - This removes the requirement of having 2 exits from the second floor. The stairway to the mezzanine will be enough.
 - A lift (small elevator) will be installed to give handicap access to the mezzanine
 - This fulfils handicap requirements allowing access to mezzanine
 - The openings into 198 Varet will be considered convenience openings and not require an easement.



Facilities

- 1- The school's HVAC air conditioning units are all operational
- 2- Both elevators are in working order.
- 3-Elevators 1 & 2 passed their annual inspection with the Department of Building's
- 4- No energy saving demands were requested from the ConEdison NY Demand Response program.
- 5-Three proposals are being prepared to refill the test holes at 188 Varet Street
- 6-No visits from the FDNY, NYPD, EMS, DOB or ECB at the school for the month



Safety

Morning Entry

- A. Students enter the school building through the cafeteria exit doors. The 9th & 10th Cohort are on the left side and the 11th & 12th cohort are on the right side.
 - a. Each group is provided with plastic ziplock bags with 8th period class affixed.
- B. Immediately after they scan ID cards at a second swipe machine to scan in electronic devices.
 - a. (Dean/academy leaders department collects electronics and sort.)
- C. Students then proceed to the walk-through machines and the bag check. Students are reminded to place all loose items in backpacks (keys, coins, pens, watches, etc.).
- D. If a student alerts on the walk through a female and male safety officer is in place to use a metal detector hand wand on students. (All students who are unable to go through the walk-through machine are hand wanded.)
- E. Students found with restricted items will have the items confiscated, and will be referred to the Dean's department.



Safety

Dismissal Procedures

- A. Students who take the school bus to school are asked to come down to the main lobby 10 minutes prior to the last bell to collect their cell phones.
- B. Deans and Academy Leaders distribute student cell phones to teachers and issue the phones to the students at the end of 8th period.
- C. Students will then sign a piece of paper indicating they received it.
- D. Students are dismissed by the school safety manager, floor by floor.
- E. When all floors are clear, all safety officers are instructed to proceed outside the school building to assist with clearing the school block or addressing any other student concerns.



Recruitment and Enrollment 7/16/24

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

	Discharges
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 8/23/24

What are we doing about it?

- 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 8/27/24

<u>Powerschool</u> 686	<u>ATS</u> 686	<u>FTE*</u> TBD
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1. *Per Pupil Billing Document FY24 Reconciliation Due 7/31; October Billing doc forthcoming
2. 1 Pending Discharge, 151 Discharges and 29 Will Not Attend since 7/1/23; 14 Discharges and 18 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
9th Gr	415	408	279	253
10th Gr	29	54	39	42
11th Gr	23	39	19	20
12th Gr	7	13	11	14
Total	474	514	348	335

Recruitment and Enrollment as of 8/27/24

- # of Verified 9th Graders = 95
- # of Verified 10-11th graders = 43
- # of Current students being promoted to 10th-12th graders = 548

Total Estimated Students 24-25 = 686

Goal: 818 by BEDS Day; 750 by 9/20

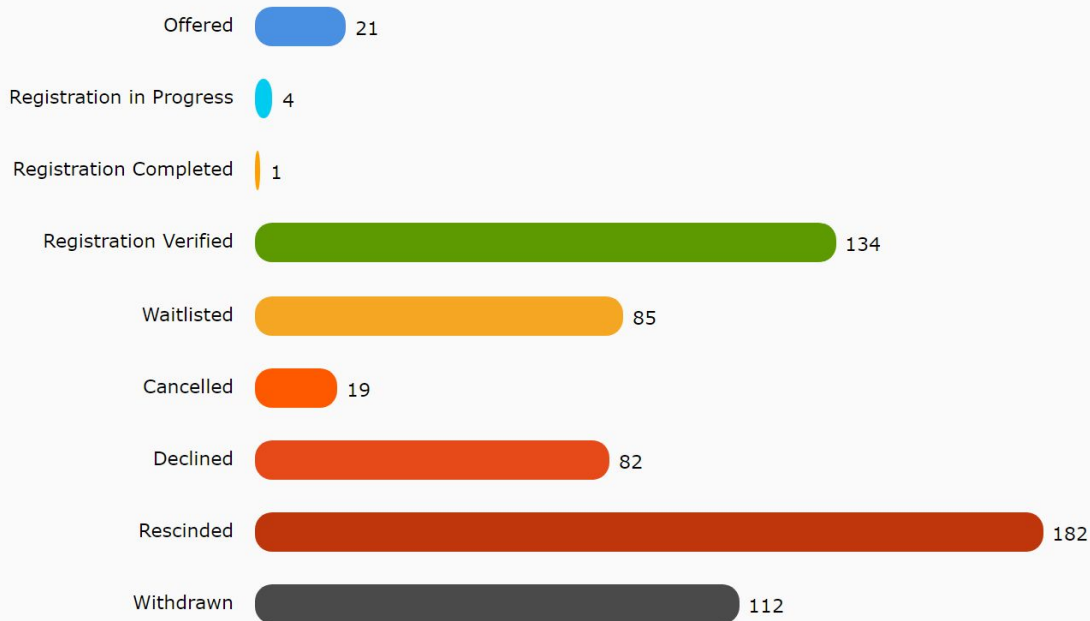
of 9th graders needed = 145



Recruitment and Enrollment as of 8/23/24

Overview Of All Applications

Total Applications: 640



Application Dashboard ?

Use this dashboard to see application numbers per school and per grade.

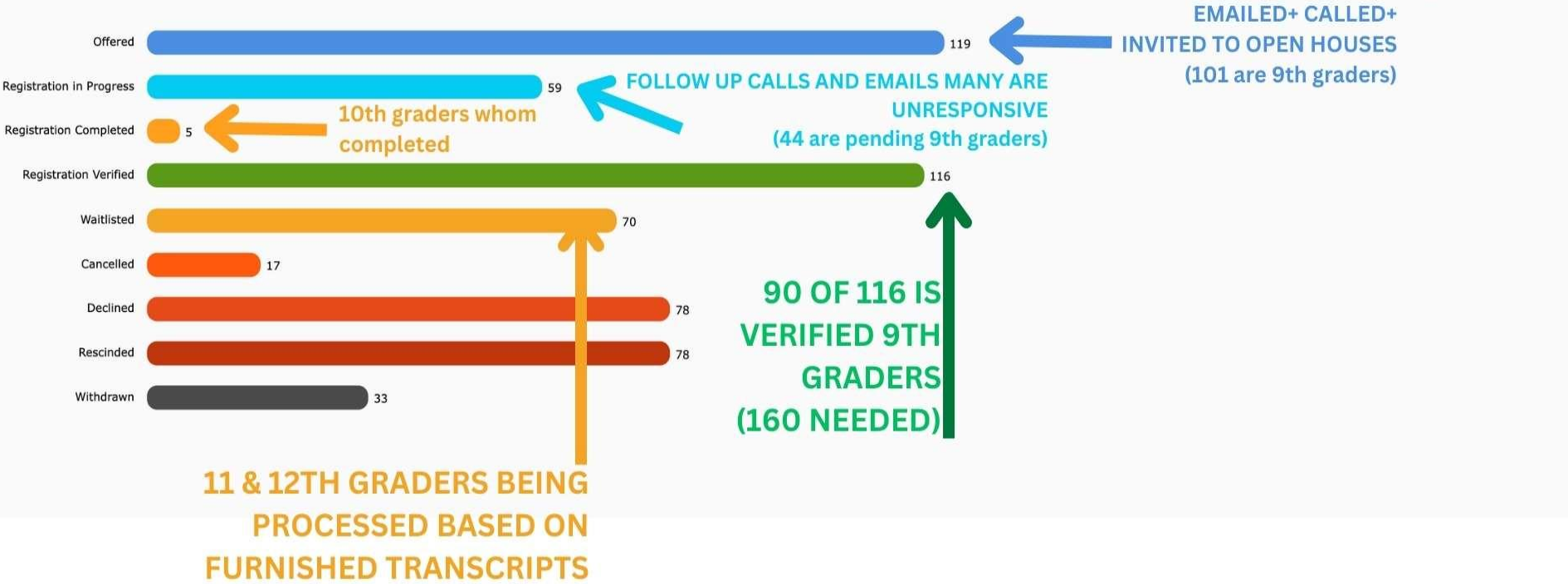
Total Schools: 1

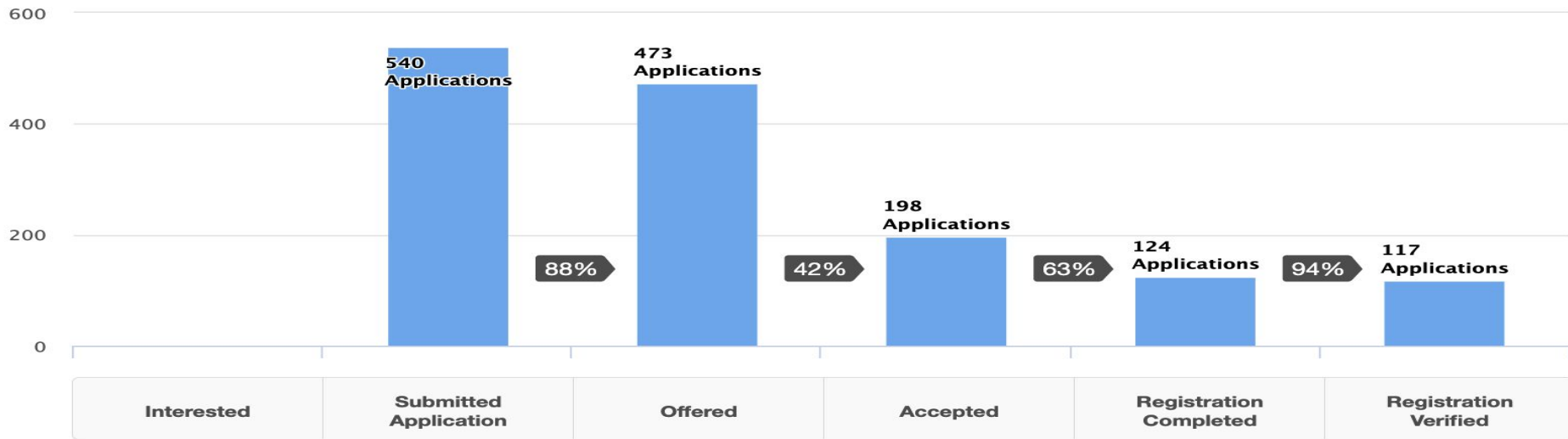
SCHOOLMINT ENROLLMENT DATA (AS OF JULY 30).



Total Applications: 575

Overview Of All Applications





100%

88%

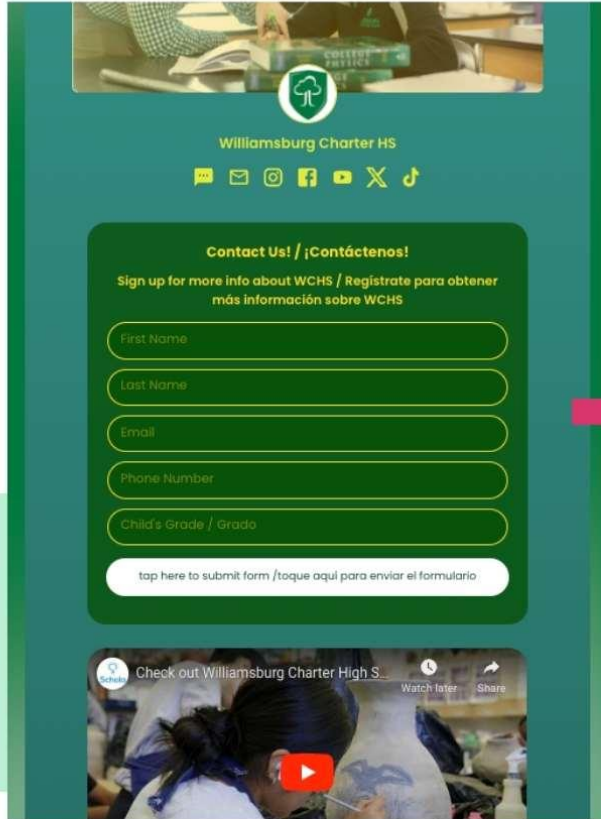
37%

23%

22%

Outflows	Outflows	Outflows	Outflows	Outflows	Outflows
	Waitlisted	Offered	Registration in Progress	Registration Completed	Withdrawn
	Cancelled	Declined	Withdrawn	Withdrawn	
	Withdrawn	Rescinded			
Total	Total	Total	Total	Total	Total
0	67	275	74	7	24

LANDING PAGE METRICS



Williamsburg Charter HS

Contact Us! / ¡Contáctenos!

Sign up for more info about WCHS / Regístrate para obtener más información sobre WCHS

First Name

Last Name

Email

Phone Number

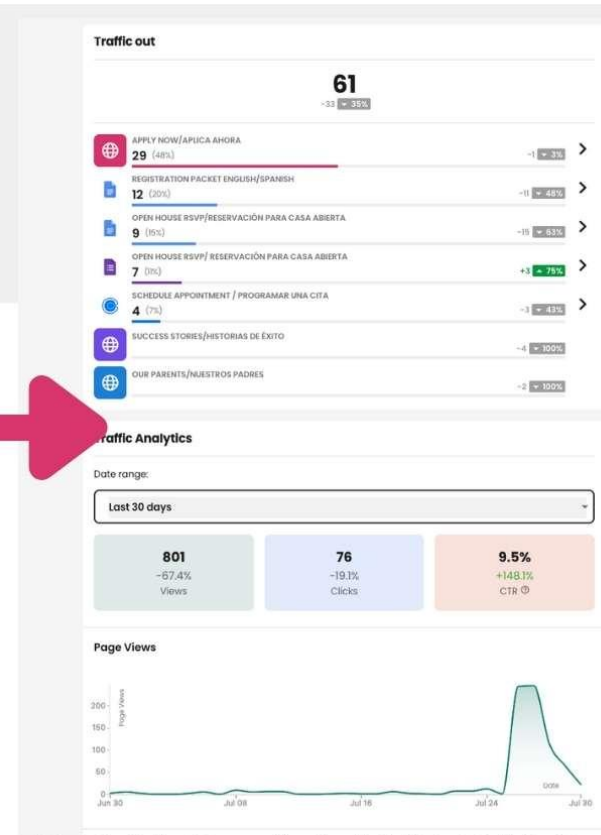
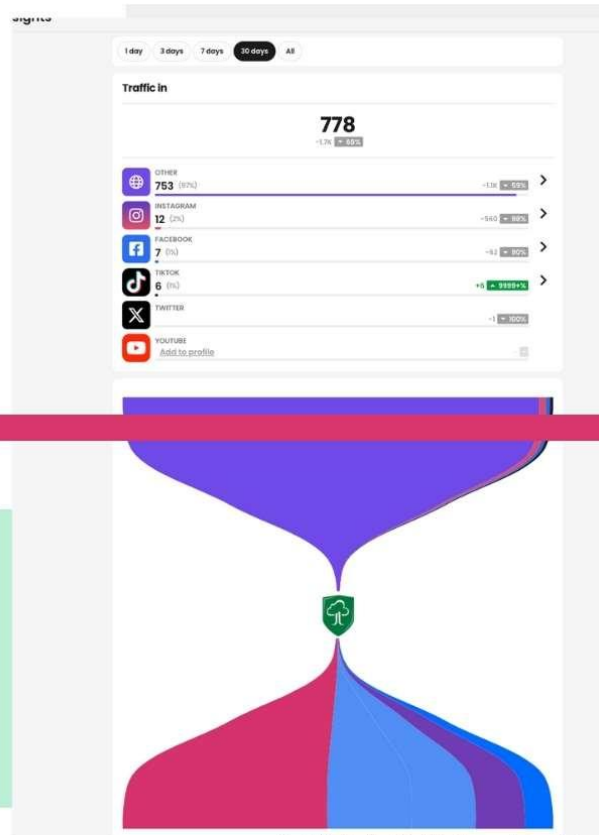
Child's Grade / Grado

tap here to submit form / toque aquí para enviar el formulario

Check out Williamsburg Charter High S...

Watch later

Share



WWW.BEACONS.AI/WCHS

Recruitment and Enrollment as of 8/23/24

2024-25 Lottery Application Numbers

- Registrations Completed & Verified = 135 (115 as of 7/26)

9th	10th	11th	12th	Total
95	35	5	0	135

- Registrations in Process =4 (60 as of 7/26)

9th	10th	11th	12th	Total
2	1	0	1	4

- Offered =21 (136 as of 7/26)

9th	10th	11th	12th	Total
3	17	1	0	21



Recruitment and Enrollment 8/23/24

- Applications Waitlisted = 85

9th	10th	11th	12th	Total
1	0	45	39	85

Lottery Application for 2024-25

- Lottery Deadline 4/1/24
- Lottery 4/2/24 @6pm; Attendees: 23 families, 8 community partners, 1 virtual
- Application Launched 9/1/23; Common Application launches 10/1/23; 2025-26 Application 9/1/24
- 640 Applications as of 8/23/24 (550 as of 7/15/23)
- 24-25 Seats Declared: 9th Gr - 240, 10th Gr - 30; 11th Gr - 15; 12th Gr - 0

9th	10th	11th	12th	Total
407	113	75	45	640

Recruitment and Enrollment 7/16/24

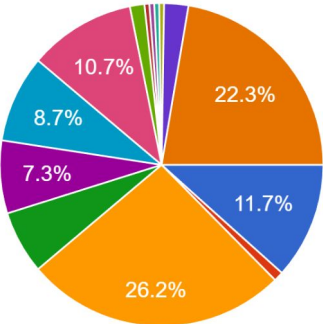
2024-25 Open House Dates

Beacon.ai/wchs



Open House Date/Fecha de Casa Abierta
1. Saturday, July 27, 10AM / Sábado 27 de julio, 10AM
2. Saturday, August 10, 10AM / Sábado 10 de agosto, 10AM
3. Saturday, September 14, 10AM / Sábado 14 de septiembre, 10AM
4. Saturday, October 19, 10AM / Sábado 19 de octubre, 10AM
5. Saturday, November 16, 10AM / Sábado 16 de noviembre, 10AM
6. Saturday, December 14, 10AM / Sábado 14 de diciembre, 10AM
7. Saturday, January 11, 10AM / Sábado 11 de enero, 10AM
8. Saturday, February 8, 10AM / Sábado 8 de febrero, 10AM
9. Saturday, March 8, 10AM / Sábado 8 de marzo, 10AM
10. Saturday, April 5, 10AM / Sábado 5 de abril, 10AM
11. Saturday, April 26, 10AM / Sábado 26 de abril, 10AM
12. Saturday, May 17 10AM / Sábado 17 de mayo, 10AM
13. Saturday, June 14, 10AM / Sábado 14 de junio, 10AM

How did you hear about us?/¿Como supiste de nosotros?
206 responses

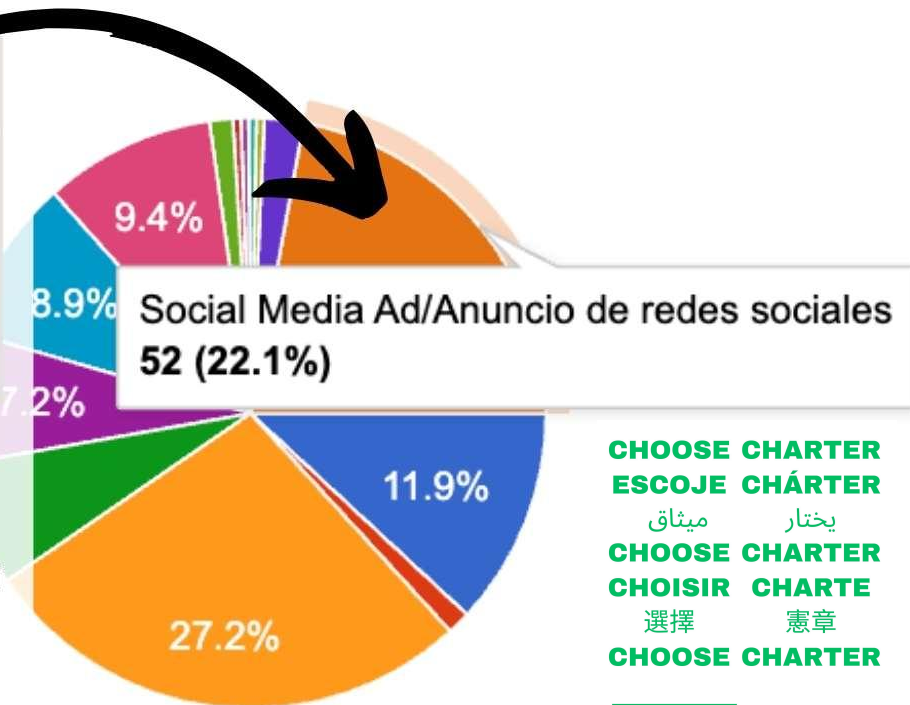


- Current Staff or Student/Personal o es...
- Guidance Counselor/Consejero de es...
- Friend or Family/Amigo o familia
- High School Fair/Feria de escuelas se...
- School Event/Evento escolar
- Postcard Mailing/Envío de carta postal
- NYC Charter School Center Open Ho...
- Hot 97 Radio

▲ 1/2 ▼

How did you hear about us?/¿Como supiste de nosotros?

235 responses



BRANDING

- ENROLLMENT TEAM BRANDING
- SOCIAL MEDIA COHESIVE MARKETING
- UNIFORM INTEGRATION TO BROADEN MARKETING

CHOOSE CHARTER
ESCOJE CHÁRTER
ميثاق يختار
CHOOSE CHARTER
CHOISIR CHARTE
選擇 憲章
CHOOSE CHARTER

WWW.THEWCS.ORG SINCE 2004

- Current Staff or School
- Guidance Counselor
- Friend or Family/Friende o Familia
- High School Fair
- School Event/Evento
- Postcard Mailing
- NYC Charter School
- Hot 97 Radio

Recruitment and Enrollment 8/27/24

- **Canvassing local businesses, food pantries, community centers, community boards, enrollment centers, parks, cooling centers**
 - El Puente & Assemblywoman Maritza Davila Community Resource Fair, Maria Hernandez Park -TBA
 - School Supply Giveaway Lindsay Park at 29 Montrose 8/19 at 12pm
 - Major Owens Community Center 8/24 12-4pm & Irving Park, Ridgewood 8/24 12-4pm
 - CSD 32 Back-to-School Event 8/25 12-4pm
 - Riseboro Community Fair 8/29 at 10am
 - Canvassing street team daily
- **Video Marketing and outreach for schoolwide events on social media:**
 - Upcoming Family Ceramic Workshop, Family Day, Freshman Bridge
- **Student Initiatives**
 - Senior student intern in Recruitment Dept, Video testimonials, YLC assist with canvassing
- **Middle School Tours: Bushwick Ascend - To be scheduled in October**
- **Recruitment Open House @198 Varet ST**
 - 7/27 - 23 Attended, 26 RSVP and 8/10 @10am
 - Upcoming on 9/14 @10am



Recruitment and Enrollment 8/27/24

- Niche.com clicks over past 30 days

Peer School Performance

See how your school's Niche Audience compares to schools with similar characteristics. Interested in updating your current peer school list? [Contact your Partnerships Manager](#) to customize your list and select your 10 schools.

SCHOOL	VIEWS	CLICKS
Williamsburg Charter High School BROOKLYN, NY  Niche Partner	265	22
Brooklyn Prospect High School BROOKLYN, NY  Niche Partner	243	29
Bronx Preparatory Charter School BRONX, NY	166	18
Brooklyn Ascend Charter School BROOKLYN, NY  Niche Partner	113	11
Leaders In Our Neighborhood Charter School BRONX, NY	88	8

ACTIVE MAILER

Geo-target: zip codes 11203, 11205, 11206, 11207, 11208, 11211, 11212, 11213, 11216, 11221, 11233, 11236, 11237, 11249, 11385 Audience: Presence of Children age 8-12, age

13-17



PRESORTED STANDARD
U.S. POSTAGE PAID
2EVERYDOOR
ECRWSS

LOCAL
POSTAL CUSTOMER

138 Varet Street Brooklyn NY 112

APPLY
NOW FOR
2024-25
SCHOOL YEAR
GRADES 9-12



**APPLY
NOW!**

**CELEBRATING 20 YEARS
OF CREATING BRIGHTER FUTURES!**



SCAN WITH YOUR
PHONE FOR MORE INFO
www.thewcs.org/apply

- College and Career Courses
+ Advanced Classes + Honor Classes
- English as a new language services
- 25 Sports + club activities
+ internships and M+RE!

Like a private school BUT FREE!



**APLIQUE
AHORA!**

Solicite
ahora para el
año escolar
2024-25
GRADOS 9-12

**¡CELEBRANDO 20 AÑOS
CREANDO FUTUROS MÁS BRILLANTES!**



ESCANEE EL ENLACE
CON SU TELÉFONO PARA
MÁS INFORMACIÓN
www.thewcs.org/apply

- Cursos universitarios y
profesionales + Clases avanzadas
+ Clases de honor
- Servicios de inglés como nuevo
idioma
- ¡Deportes, actividades de clubes
y prácticas! Como una escuela
privada pero gratis!
*¡Como una escuela privada
PERO GRATIS!*

(347) 217 6995 | ADMISSIONS@THEWCS.ORG

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Recruitment and Enrollment 7/16/24

- **Taradel Postcard mailing delivered plus additional upcoming**
 - Route Description: Selection of 17 carrier routes
 - Across 7 ZIP Codes
 - Residential deliveries will reach 10,568 postal customers.
 - Carrier Routes: 11203C028, 11203C030, 11203C031, 11203C032, 11203C033, 11203PBOX, 11207PBOX, 11208PBOX, 11221PBOX, 11221C019, 11237PBOX, 11237C001, 11237C011, 11221C023, 11206PBOX, 11237C008, 11221C025
- **OurTime Press** - TBD
- **Brooklyn Family, New York Family & Queens Family Magazine**
 - Aug/September Back-to-School Special, Half-page color ad, Print and online
- **1010WINS Radio ad** - TBD
- **Google Ads:** General and special populations ads
- **Other Social Media:** TikTok, Facebook, Instagram, Schola.com, Niche.com
- **Weekly Email Blast** to mailing list via schoolmint & beacons
- **Online testimonials** from parents, students, teachers on Niche.com
- **Free Marketing Opportunity NYCSA:** <https://nycharters.net/our-charter-stories/>
- **Taradel E-Blast for 2024-25 Open Houses**
 - 21,912 impressions 9/11/24 and 10/9/24
 - 10,956 postcards to 11 carrier routes in 4 target zip codes:
 - 11212C021, 11205C016, 11205C013, 11205C020, 11205C003,
 - 11205C007, 11233C022, 11205C012, 11385C013, 11385C015,
 - 11385C052
- **Daily News Email Blast on 7/26/24 at 10:30am**
 - Email deployment of 100,000 impressions and re-marketing to 30,000
 - Audience: Presence of children age 8-12 and age 13-17
 - Targeted zip codes: 11203, 11205, 11206, 11207, 11208, 11211, 11212, 11213, 11216, 11221, 11233, 11236, 11237, 11249, 11385



APPLY NOW
GRADES 9 - 12
CREATING IN COMMUNITY
SINCE 2004



**PERFORMING
ARTS**



SPORTS

MUSIC STUDIO



CERAMIC STUDIO



**FREE
CHROMEBOOK**



**ADVANCED
PLACEMENT
COURSES**



**STUDENT DRIVEN
COURSE
SELECTION**



**SPECIAL
EDUCATION
SERVICES**



**ENGLISH AS NEW
LANGUAGE
SERVICES**



**COLLEGE AND
CAREER PREP**

**INTERNSHIP
PROGRAMS**

**SOCIAL &
EMOTIONAL
SERVICES**

WWW.THEWCS.ORG/APPLY

Admissions@thewcs.org

(347) 217-6995

Recruitment and Enrollment 7/16/24

- Schola Promotional Video (Complimentary Video)
 - Posted on thewcs.org/apply and TikTok



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CHARTER HIGH SCHOOL

WILLIAMSBURG
CHARTER HIGH SCHOOL

Recruitment and Enrollment 7/16/24

- Instagram, TikTok, Facebook, YouTube Posts

williamsburgcharter ▾ ●   



1,014
posts

1,500
followers

832
following

Williamsburg Charter HS
High School
Est. 2004 | "Creating in Community"
X | FB | TikTok : @williamsburgchs
Apply Now for 2024-25 Grades 9-12
 beacons.ai/wchs and 1 more

Professional dashboard
51K accounts reached in the last 30 days.

[Edit profile](#) [Share profile](#) [Contact](#)



Recruitment and Enrollment 7/16/24

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STARTS @ 10am



OPEN HOUSE 

CASA ABRIETA

JULY 27 | AUG 10 | SEPT 14

APPLICATION REGISTRATION HELP
AYUDA CON EL REGISTRO DE LA APLICACIÓN

Free Merch School Tour Q&A | Mercancía gratuita Recorrido escolar Preguntas y respuestas

MUST RSVP 

198 VARET STREET,
BROOKLYN NY 11206
www.beacons.ai/wchs 



**SUPPORT OUR SCHOOL
GIVE US A REVIEW**



Creating in Community since 2004

[Click here to fill out survey about your experience at WCHS](#)

NICHE 

THANK YOU!

@Williamsburgcharter

FOR 20 YEARS WE CULTIVATED A UNIQUE HIGH SCHOOL COMMUNITY



Swipe

One

Community is our roots



Three

Paying it Forward



Four

Cultivating Our Future Leaders



JOIN OUR COMMUNITY TODAY!

If you love this post, feel free to like, share,
and don't forget to comment below!



GRADES 9 -12

@Williamsburgcharter



WCHS Financial Update Board Meeting – August 28, 2024

This is a draft of the Financial Statement as of June 30, 2024
total collected revenue for the period is \$17,886,227
(88% Per Pupil Revenue, 12% other)

Total expenses for the period are \$20,199,648 million.
(61% Personnel Services, 10% Contracted Services, 17% Rent, 2% Utilities, 10% Other expenses)

Total deficiency of revenue over expenses for the period is (\$2,313,421),
the deficit amount will be reduced by \$747,167.11 after ARP-ESSER-3 budget
modification is approved and recorded.

The total Reduced revenue from Per Pupil from the budget amount is
(\$1,621,396)

This draft shows over expenses of (\$489,616) of which \$361,336 were expenses
for the new Gym and were not included in the budget.

Notes:

- 403B Audit was completed on July 26, 2024.
- Interim audit testing was completed on July 17, 2024.
- General Audit is scheduled for September, 2024.
- ARP ESSER-3 Budget modification was re-submitted after adjustment, waiting for approval.



Human Resources

- Rolled out a new position in student recruitment and community outreach.
- July - Instructional new hires - 0 (multiple positions starting 8/16/24 filled internally from employees being discontinued)
- July - Instructional terminations - 0 (2 Operations terminations with multiple positions discontinued as of 7/16/24)
- LOA - 1 Operations & 1 Instructional Support employee currently on Leave.
- BOD visited WCHS to interview Safety Manager candidates. New hire to start in August.
- Updating the 2024/2025 Personnel Handbook to be rolled out in August.
- Worked on electronic files for all staff and archived separated employees.
- Worked on the physical employee folders and general filing.
- Form I-9 audit of binders with removal of old forms no longer requiring retention.
- Started looking into potential new Commuter/FSA vendor.
- Audit of completed Mandated Reporter training under the OCFS.



Updates from the Staff Liaison to the Board

- Temperature from Staff Members on Phones/ Scheduling etc.
- upcoming Committee Meeting
- Set A Board Meet & Greet
- September advisory- student government elections- board rep
- Revisit staff incentives discussion.
- Google Form for Board Rep contact
- ◆ [Link to form](#)



Accountability and Development

Accountability

- **Board/Governance**
 - **Annual meeting** rescheduled for **September 18 at 2pm**
 - Board meet and greet 1:30-2pm
 - Board elections and self-evaluations
 - 2024-25 calendar and possibility of moving to third Wednesday of month
- **Reporting**
 - **Annual Report** submitted August 1 - progress towards goals, budget, and audit due November 1
 - **Title Funding**
 - ESF Desk Audit approved
 - CSBM is completing 2024-25 application, stakeholder meeting held 8/22
 - SEAL of Civic Readiness application approved

Development

- 20th anniversary planning continues
- Fundraising
 - Appeal letter campaign in fall
 - Film shoot donations
 - Film shoot for web series August 7-9 - received **\$7,500 donation**
 - Prospective web series film shoot in September - \$2,350/day donation for up to four days (**up to \$9,400 donation**)
 - WCHS community happy hour fundraiser w/ Ms. Johnson 8/23 at Pine Box - **\$185 raised**
 - Mr. Failla possibly interested in offering donation-based art classes
 - Exploring fundraising opportunities with local businesses





WILLIAMSBURG
CHARTER HIGH SCHOOL

2024-25 ESSA Application for Title-Funded Programs
WCHS Consultation Meeting
August 22, 2024

1. Review of Purpose of the Meeting

To comply with federal regulations, schools are required to consult with required constituency groups in the development of Title programs/services.

Required Attendees (one representative from each group):

- School Leader
- Other School Leader
- Other School Personnel
- Specialized Instructional Support Personnel
- Teacher
- Teaching Assistant/Paraprofessional (n/a)
- Parent
- Community Partners and or CBO representatives, if applicable
- Contracted Specialists, if applicable
- Student, for Title IV only, for middle and high schools
- Elected Official/Board Member



What are the different funding sources?

Title I, Part A provides supplemental financial assistance to school districts/schools with a high percentage of children from low-income families, to provide all children a significant opportunity to receive a fair, equitable, high-quality education and to close educational achievement gaps.

Title II, Part A is designed to advance excellence in teaching and learning and to promote equity in educational opportunity throughout the State.

Title III is designed to enable English Language Learners/Multilingual Learners and Immigrant Students to develop English language proficiency, as well as access the State's challenging academic standards, through the provision of high-quality instruction and support.

Title IV, Part A provides supplemental funding to help provide students with a well-rounded education, improve school conditions and improve the use of technology.

Allocations

Targeted

Assistance

If a Title I school is operating a targeted assistance program, the school provides Title I services to children who are failing, or most at risk of failing, to meet challenging State academic standards.

Schoolwide

Program

Schools in which children from low-income families make up at least 40 percent of enrollment are eligible to use Title I funds to operate schoolwide programs that serve all children in the school in order to raise the achievement of the lowest-achieving students.

LEAs also must use Title I funds to provide Title I services to eligible children enrolled in private schools.

WCHS utilizes a schoolwide program.

84% of enrolled students are eligible for Title I funds.

WCHS Allocations

Title I	\$288,139
Title II	\$27,205
Title III	\$11,501
Title IV	\$25,165

2. Title I

Title I, Part A Total Calculations \$288,139

Professional Salaries

Explanation of Expenditures (clearly describe the expenditure including transferability when applicable)	Projected Expenditure Total
At-Risk Social Worker - provides non-mandated counseling and supplemental guidance to at-risk students	\$42,658
College Coordinator - provides college counseling and supplemental guidance to at-risk students	\$33,361
Reading Specialist - provides targeted, small group ELA instruction for students who are reading far below grade level	\$62,681
ELA Instructional Coach - supports the school's teachers in providing remedial instruction and interventions for students who are not meeting proficiency standards	\$24,040
Science Instructional Coach - supports the school's teachers in providing remedial instruction and interventions for students who are not meeting proficiency standards	\$23,760
13-14 teacher stipends @ \$5,460 for additional remedial instruction provided over the summer	\$71,764
Social worker stipend for additional services provided over the summer	\$6,300
Academic Counselor stipend for additional services provided over the summer	\$6,300

Total = \$270,864



2. Title I

Title I, Part A Calculations \$288,139

Supplies and Materials

Supplies and materials for homeless students including items of clothing and shoes, backpacks, notebooks, etc.	\$6,700
Supplies and materials for family engagement activities including meeting materials and light refreshments	\$3,000

Total = \$9,700

Indirect Costs (2.7% of \$280,564) = \$7,575



3. Title II

Math Department Lead - provides ongoing guidance, assistance with curriculum development and support with student data analysis for all teachers in the Math department	\$6,802
Science Department Lead - provides ongoing guidance, assistance with curriculum development and support with student data analysis for all teachers in the Science department	\$6,801
Social Studies Department Lead - provides ongoing guidance, assistance with curriculum development and support with student data analysis for all teachers in the Social Studies department	\$6,801
English Department Lead - provides ongoing guidance, assistance with curriculum development and support with student data analysis for all teachers in the English department	\$6,801

Total = \$27,205



4. Title III

Title III Calculations \$11,501 Professional Salaries

Supplemental tutoring provided afterschool to increase the English proficiency of ELLs/ENLs/MLLs enrolled in the school. Teachers will be paid \$40/hour for this work. (\$40/hour x 96.9 hours)	\$3,876
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Total = \$3,876

Purchased Services

Professional development from The Collaborative for Inclusive Education (100% of total fee of \$7,625). This training is designed to improve the instruction and assessment of ELLs/MLLs and enhance the ability of our teachers to understand and use curricula, assessment measures, and instructional strategies	\$7,625
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Total = \$7,625



4. Title IV

Athletic Director - STIPEND supports physical education opportunities and safe and healthy schools; charged with designing and implementing initiatives that promote physical fitness for all students and supporting students with behavior management as part of physical activities	\$10,000
Health Department Leader - STIPEND - supports well-rounded educational opportunities and safe and healthy schools; charged with designing and implementing initiatives that promote wellness for all students, coordinating workshops centered on the development of healthy relationships, and supporting students with behavior management and conflict resolution.	\$9,000
Afterschool Coach - STIPEND supports physical education opportunities and safe and healthy schools; charged with designing and implementing initiatives that promote physical fitness for all students and supporting students with behavior management as part of physical activities during the after-school period.	\$3,675
Afterschool Coach - STIPEND supports physical education opportunities and safe and healthy schools; charged with designing and implementing initiatives that promote physical fitness for all students and supporting students with behavior management as part of physical opportunities in the after-school period	\$2,490

Total = \$25,165



More Information

Please visit our website <https://www.thewcs.org/title-i/> for more information about our Title funding program.

Feel free to reach out to me at kmanion@thewcs.org with any specific questions you have.

We will host our Title I parent meeting in the fall. This is when we will review our Parent and Family Engagement Policy and School-Parent Compact.