



**MINUTES**  
**Board of Trustees Meeting**  
**November 13, 2024**

**PRESENT**

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

**GUESTS**

Valerie Jacobson, Acting Head of School  
Mary Kenny, Minutes Transcriber  
Ellen Eagen, Legal  
Additional Staff (23)

**1. WELCOME**

Ms. Putz called the meeting to order at 5:30 PM.

**2. APPROVAL OF BOARD MINUTES**

- Ms. Philson made a motion to approve the October Board Minutes pending counsel review. Mr. Witherspoon seconded. Mr. Rivera abstained. All were in favor.
- Mr. Rivera made a motion to approve the November Special Meeting Minutes. Mr. Witherspoon seconded. Ms. Philson abstained. All were in favor.

**3. ACADEMICS**

Ms. Jacobson reviewed important dates and upcoming events:

- Rock the Regents 2025 Regents Review begins - November 12;
- National Honor Society Induction - November 12 at 5pm;
- Student Council V.P. and Presidential Debate Assembly - November 13 at 9:10am;
- Student Council Elections - November 14;
- Student Council Winners Announced - November 15;
- Athletics Media Day and Pep Rally - November 20;
- Piano and Modern Band Concert at 3:30pm - November 21;
- Annual Town Hall with 90th Precinct/PLC Potluck - November 21 at 6pm;
- Pre-Thanksgiving Dinner Athletics Service Project w/Club Adam - November 25 at 3:30pm;
- School Closed for Thanksgiving Recess - November 27- 29;
- Group 2 Credit Recovery Begins - December 2;
- Trimester 1 Finals - December 3-5 (during class);
- Final Make-ups - December 6 (during class);
- Trimester 1 Ends - December 6; and,
- Trimester 2 Begins - December 8

Ms. Jacobson stated that WCHS is receiving Regents exam updates and expanded graduation pathways support from the NYC Charter Center Collaborative Project GRAD. The WICK Against Violence will visit on December 2. The Youth Leadership Council with NYPD returned on October 30. New Yorkers Against Gun Violence came to the school on November 7. Seniors will attend a Senior Career Day Field Trip at Woodhull Hospital on January 14. The ROWE from Greenpoint YMCA is assisting in CCR classes, College Trips, SAT Prep, and FAFSA. The Community Counseling and Mediation (CCM) FATE Program is providing monthly workshops with our Intervention and Family Support Counselors beginning November 14.

Ms. Jacobson announced the September and October Staff and Teachers of the Month:

- September Teacher of the Month - Renee de Lyon;
- September Staff of the Month - K'Mani Coaxum;

- October Teacher of the Month - Stephen Booth; and,
- October Staff of the Month - Karima Jones.

Ms. Jacobson congratulated the National Honors Society Inductees and the WCHS Girls Soccer team for their recent championship win!

Ms. Jacobson provided an instructional update. During October 30 PLC meetings teachers did a data deep dive into T1 mid term exams. Teachers will utilize identified instructional interventions in lesson planning and delivery to support student success in T1 finals. For the November 19 Lunch 'n' Learn, teachers will work on literacy across contents. Ms. Holford is conducting biweekly grade book audits to ensure compliance with accurate entry of grades. Informal observations with feedback have been conducted in English, Math, Social Studies, Science, ENL, Special Education, and Visual Arts (approximately 42 teachers). PE/Health and Languages Other Than English still have to be completed (approximately 15 teachers). Teacher classroom intervisitation begins Trimester 2.

Ms. Martin provided a senior update. 104/214 seniors are on track to graduate. 68 seniors are slightly off track. 46 are very off track. 106 students completed all 5 Regents. 48 students need to pass 1-2 Regents exams to graduate. 63 students need to pass 3-5 Regents to graduate. There are currently 60 5th year seniors. 79 students are enrolled in Group 1 Credit Recovery. Group 2 starts December 2. 47 seniors are participating in APEX learning. Half of seniors are currently enrolled in College and Career Readiness. The other half will take this class beginning December 6. 98 students have applied for CUNY so far. Students are receiving support from Ms. de Lyon and Dr. Collins during 6th and 7th periods Monday, Tuesday, Thursday, and Friday.

Ms. Eagen asked Ms. Jacobson for an update regarding the 2027 New York State Regents Portrait of a Graduate. Ms. Manion presented slides from NYSED and Ms. Jacobson quickly reviewed changes to the program.

#### **4. PARENT LEADERSHIP**

Ms. Pink introduced PLC members on the call and highlighted photos from the recent PLC Flea Market. The annual PLC Potluck will be on November 21. The 90th Precinct will be present and a number of prizes will be raffled off to families. Ms. Pink will also be providing her "Take What You Need" Table consisting of clothing items in a variety of sizes. There will also be food pantry bags available from the WICK. All are welcome!

#### **5. OPERATIONS**

Ms. Jacobson reported that Rock the Regents Prep for the January Regents Exams have begun. Operations are collaborating with Data, Tech, CCR, and SNAS to create exam orders, proctoring schedules, trainings, rosters, and room assignments. Ms. Jacobson is monitoring state guidelines and the implementation timeline for the NYSED Launch of the new Portrait of a Graduate by 2027. Trimester 2 schedules are being finalized prior to the December 6 end of Trimester 1. Vacancies are continuing to be covered internally (12 sections). Recruitment continues for teacher vacancies. The No Cell Phone Pilot continues. Ms. Jacobson is working with the Finance Department and Board Committee to address the budget deficit.

#### **6. FACILITIES**

Ms. Manion reported on behalf of Mr. James. PSG Construction is scheduling roof repairs to include leak repairs and sealing. The service date is still to be determined and shouldn't interfere with school activities. PSG Construction will be covering the cost. The building's air conditioning units were activated due to warm weather. No date has been scheduled for Local Law 11 Facade exterior wall repairs at this time.

#### **7. SAFETY**

Mr. Edmond reported that morning entry and dismissal procedures continue to be a success. Items confiscated include a hair pick, glass bottles, and vapes. There was one visit from the NYPD in response to a parking issue. The NYPD continues to provide coverage at dismissal on Bushwick Avenue and White Street. Six security cameras have been added.

#### **8. RECRUITMENT AND ENROLLMENT**

Ms. Jacobson reported. A variety of marketing, advertising, and canvassing campaigns continue. Enrollment is 660 in Powerschool and 664 in ATS. The estimated FTE is 658.9. Four students are pending discharge. Ms. Jacobson explained that recruitment staff are working to collect needed documentation for students on the waitlist. Staff are also identifying whether or not students on the waitlist can be programmed properly for classes. Ms. Eagen requested a waitlist update at the December meeting. WCHS is participating in the NYCSA marketing pilot for Bushwick charter schools. The campaign will run from January-April 2025 and their staff will assist with ads and outreach to families not currently enrolled in charter schools.

## **9. FINANCE**

Ms. Fernandez reported that for the period ending September 30, 2024, the total collected revenue was \$4,633,313. The total expenses were \$4,245,243. The total revenue over expenses was \$388,071. The Board reviewed the breakdown of assets and liabilities.

## **10. HUMAN RESOURCES**

Mr. Kloss reported that there was one instructional support hire in October. There were no separations. Two instructional employees are currently on leave. Mr. Kloss attended a full day benefits workshop at the BRIC. The workshop focused on mental health and ideas like utilizing the 403(b) to provide an employee match on student loan payments vs an employee 403(b) contribution. HR is deducting Care Time from staff arriving more than one hour late to work. Time is being monitored weekly. HR assisted finance with the audit and took part in a salary survey through the NYC Charter Schools to further compensation efforts HR is continued to recruit for Science, English, SPED, and Spanish teachers. Contracts for coaching, clubs, and Regents Review were sent out.

## **11. STAFF LIAISON**

Mr. Kronenberg presented a list of what he is thankful for in honor of the upcoming Thanksgiving holiday. Mr. Kronenberg stated that he is thankful for the opportunity to work with staff and the Board to strive for continued progress. He is grateful for the Social Studies Department's successful mock election. He is grateful for the Academy Leaders' organization of the Student Government debate. He is grateful for the instructional team's continued efforts to push a growth mindset at WCHS. He is grateful for the continued practices of gratitude and the culture of validating powerful performances from students and staff. He is grateful for Mr. Guzman and the Dean Team for the many things they do behind the scenes to support the community. Mr. Kronenberg last stated that he fundamentally believes that collectively joy and gratitude can be summoned even in the most trying of times to create more robust and rigorous opportunities for the community.

## **12. ACCOUNTABILITY AND DEVELOPMENT**

Ms. Manion stated that the annual board meeting has been rescheduled for the December Meeting. The board will complete board elections and self-evaluations. She also hopes to schedule an in-person meet and greet with the Board. Final submissions for WCHS' annual report were submitted on November 1. This includes the school's progress towards goals, budget, and audit. The BEDS IMF report was submitted ahead of the November 15 deadline. CSBM submitted WCHS' 2024-25 Survey of Charter School enrollments and Poverty Status, 2024-25 Title I comparability Report, and the 2024-25 Title I Supplement Not Supplant Survey. The 2024-25 Title I Supplement Not Supplant Survey has been approved. The NYSED CSO sent a list of uncertified teachers to review. Corrections and updates to the list were submitted to NYSED.

WCHS has volunteered to help the NYC Charter Center with their PR campaign relating to schools in need of rental assistance. WCHS is willing to host press at school, participate in press conferences, and distribute materials as necessary. The school has raised \$25,085 through three film shoots (\$24,900) and a community fundraiser (\$185). A film scout from Netflix and other shows visited on November 8. Ms. Manion heads the fundraising committee and invited anyone to join. She has created an email thread staff can participate in remotely. They are working on small scale fundraisers with local businesses and companies. Discretionary funding applications will be completed in 2025.

## **13. ADJOURNMENT**

Mr. Witherspoon made a motion to adjourn. Mr. Rivera seconded. All were in favor.