



MINUTES
Board of Trustees Meeting
February 26, 2025

PRESENT

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

GUESTS

Valerie Jacobson, Head of School
Mary Kenny, Minutes Transcriber
Additional Staff (23)

1. WELCOME

Ms. Putz thanked everyone for coming and called the meeting to order at 5:39pm.

2. MOTIONS FOR APPROVAL

- APPROVAL OF JANUARY BOARD MINUTES
 - Ms. Philson made a motion to approve the January Board Minutes pending counsel review. Mr. Rivera seconded. Ms. Johnson Abstained. All others were in favor.

Mr. Rivera presented two proposals for approval.

- APPROVAL OF COLA INCREASE - Mr. Rivera stated that a COLA increase item was budgeted at the beginning of the year; however, it was put on hold while the school was battling a deficit. The Finance Committee worked to drive the deficit down by one million dollars, so the Committee thinks it is an appropriate time to go forward with a 3% COLA increase across the board. Mr. Rivera said he knows that the Board recognizes the needs of the staff and this would make WCHS a more competitive school for folks to want to work in. The Board discussed that it would cost approximately \$75,000.
 - Ms. Johnson made a motion to approve a 3% COLA increase for all staff effective Mid-March.
- APPROVAL OF CARE TIME PAYOUT - Mr. Rivera proposed a pilot program for the remainder of 2025 and in the 2025-2026 school year which would amend the existing Care Day policy to permit staff to be paid out for up to five (5) Care Days at their full salary rate. The pilot would be reevaluated in August. The hope is that this plan will encourage staff to be in class, reduce substitute costs, and acknowledge staff who are dedicated. Mr. Rivera will share a spreadsheet with the Board showing the cost savings.
 - Ms. Johnson made a motion to approve a pilot program for the remainder of 2025 and in the 2025-2026 school year which would amend the existing Care Day policy to permit staff to be paid out for up to five (5) care days at their full salary rate. Ms. Philson seconded. All were in favor.

3. ACADEMICS

Ms. Jacobson discussed upcoming important dates:

- February 3-14- STAR Testing and Make-Up Exams;
- February 12- Junior Assembly, Charter's Got Talent; Student Surveys (Grade 9-10 at lunch; Grade 11-12 in Advisory);
- February 13- Cheerleading Team Secret Valentines Sale;
- February 14- Senior Committee Bake Sale, Singing Valentines Periods 5-6; school-wide wear pink/red/white;
- February 17-21- Mid-Winter Recess;
- February 26- Thornton Tomasetti Architecture Student Career Panel and Board of Trustees Meeting;

- February 27- Virtual PLC Meeting;
- February 28- Black History Month Art Music and Dance Showcase;
- March 4- Faculty Yearbook Photos;
- March 5- Spring Sports Media Day;
- March 10-11- Final Exams;
- March 12- PSAT (Grade 10) SAT (Grade 11) Trips/Remote Asynchronous (Grade 9 &12);
- March 13-14 - Final Exams/Make-Ups; End of T2; and,
- March 17- Trimester 3 Begins.

Instructional Updates

Ms. Jacobson reported that the Rowe-Grenpoint YMCA SAT Prep Program began on February 5 to prepare Juniors for the spring SAT exam. The NYC Charter Collaborative Multilingual Learner visit took place on February 12. Follow-up support will be provided on March 27 and a professional development will take place on April 3. Classroom intervisitations wrapped up February 25. Each teacher visited and observed up to three classes and recorded their wonderings based on their Department's focus area along with strategies they will implement in their own practice. The February Lunch 'N Learn took place on February 11. This month staff worked on skills based instruction and how to extract skills from the standards and align them to the objective, targeting skills assessment from Do Nows through Exit Tickets, and identifying and teaching transferable skills across content areas. Follow-up will take place through a series of curriculum, instruction and assessment PDs in March. The NYSED Charter School Office visit will tentatively take place for a half-day during the week of April 4-11.

The January Teacher of the Month is Robert Turner. The January Staff of the Month is Samantha Sales. Ms. Jacobson congratulated both. They will each receive a commemorative plaque and gift card.

Ms. Jacobson presented photos from the Parent-Teacher Conference and Resource Fair, Charter's Got Talent, and the Architecture and Engineering Career Workshop.

4. SENIOR DATA

Ms. Martin addressed the Board. There are 213 Students in the Class of 2025. There are three potential early graduates from the Class of 2026. 127 students are considered in "Good Standing", up from 117 last month. 50 students are "Slightly Off Track", down from 56 last month. 36 are "Severely Undercredited", down from 40 last month. 119 students have completed all five Regents exams. 44 students are in need of one to two Regents, 50 need three to five Regents. There are 47 5th-Year Seniors. One student finished requirements for January graduation. The Board discussed peer counseling between students.

5. OPERATIONS

Ms. Jacobson is planning for the PSAT (Grade 10) and SAT (Grade 11). Exam Day is March 12. Students not taking exams in 12th Grade will participate in the Senior Committee Bowling Trip and 9th Graders will have an asynchronous remote day. 100 families attended Parent-Teacher Conferences on February 5 from 2-4pm and February 6 from 4-7pm. Operations staff launched the DOE Teacher, Student, and Parent Survey. It will run from February 10 through April 4. Ms. Jacobson is working with the scheduling team to prepare the 2025-26 Master Schedule and Student Course Selection screens. One soft lock down drill was conducted, which marks the 10 completed drills for the year. There are two upcoming drills in March-May. Non-instructional staff evaluations are being conducted February through May. 17 sections are being covered internally. Recruitment continues for one Science teacher/coach, two PE Teachers, and one SNAS teacher. The "WCHS No Cell Phone Zone" pilot continues through Trimester 2. This pilot is further supported by Governor Hochul's proposal for a statewide ban. Ms. Jacobson is reviewing the budget with Finance and the Board Committee and they continue to explore long-term needs and plans. Operations, Data, and Technology departments continue to be responsive to the PowerSchool data breach. The response plan includes a letter to staff and families, a completion of a report for NYS, implementation of single-sign on and two-factor authentication for staff.

6. PARENT LEADERSHIP COUNCIL

Ms. Pink shared photos of Parent-Teacher Conference night. She invited everyone to the PLC Virtual Black History Month and Immigration Rights PLC meeting on February 27 at 6pm. Ann Pilsbury from the Central American Legal Assistance will present.

7. FACILITIES

Mr. James presented. An FDNY inspector visited the school on January 29. He cleared a violation regarding access and means of egress on the roof and third floor. There were no visits from the Department of Health or Environmental Control Board. Both elevators and all heating units are in working order. The facility underwent deep cleaning during midwinter recess. Snow removal was conducted twice this month. Fiber optics for the school is being upgraded underground out front of the school.

8. SAFETY

Mr. Edmond stated that morning entry and dismissal procedures continue to be successful. Smith Detection serviced metal detectors on February 4. There were two EMS visits. In one instance, a student was transported to the hospital. NYPD continues to provide coverage for morning arrival and dismissal. He continues to meet with the 90th Precinct.

9. RECRUITMENT AND ENROLLMENT

Ms. Gomez reported that enrollment is 662 in PowerSchool and ATS. The FTE is estimated to be 657.202. There are four students pending discharge. Nine new students have enrolled since the previous board meeting. There are 187 applications for the 2025 lottery.

10 families attended the February 8 Open House, 17 have RSVP'd for March. All students who attended the February Open House submitted applications. On March 18, 30 students from Hyde Leadership will tour the school. Outreach and canvassing in South Williamsburg included visits to: NYPL Bushwick Ave, MS 582, Cornerstone: Bushwick/Hylan Community Center - Grand St Settlement, Cornerstone: Sumner Community Center - St. Nick's Alliance, IS 318, Cornerstone: Tompkins Community Center - Grand St Settlement, and Beginning with Children. Marketing efforts include Vanguard Postcards, Daily News email blast and Charter School Showcase, and OutFront Bus Panel Ads.

10. FINANCE

Ms. Fernandez thanked the Board for approving the COLA increase for staff and additional Care Time payout option. She stated that as of December 31, 2024, the total collected revenue was \$8,197, 638 (94% Per Pupil and 6% other). The total expenses for the period were \$7,962,486 (54% personnel, 10% contracted services, 22% rent, 2% utilities, 12% other). The total revenue over expenses was \$235,153.

11. HUMAN RESOURCES

Mr. Kloss reported that Human Resources continues to recruit for Spanish, Physical Education, and SPED teachers along with Safety staff. He received a request to start documenting workplace injuries for OSHA. He took part in several demos for potential new HRIS vendors, is auditing all employee files and folders, and continues to work on cost savings initiatives. He attended a review of the NYC Charter School Center's findings in the new Compensation Survey. Stipend agreements for Regents Review were distributed to staff. HR is meeting with the school's benefit broker weekly to stay on top of PPI.

12. STAFF ADVISOR TO THE BOARD

Mr. Kronenberg reported that staff intervisitations have been a great opportunity for teacher reflection. He is happy to see a new proposal for earned care time and hopes to further discuss adding morning practices to sports programming to help with school attendance. Mr. Kronenberg wants to make sure students are engaging in the governance of the school. He commended the arts presence at the Black History Month Gala and thanked the Sunshine Committee for brightening school days and thanked teachers for showing up with a lot of heart.

13. ACCOUNTABILITY AND DEVELOPMENT

Ms. Manion reported that the board application for David Medina, WCHS' Former IT Manager from 2011-2022, is pending. WCHS' check-in visit with NYS may be the week of April 7-11. The Education Stabilization Fund Annual Reporting was submitted by February 25, 2025. The Civil Rights Data Collection portal is now open. The report is now due April 7, 2025. Ms. Manion is working on updates to WCHS' SAM portal account. The school has raised \$30,180. A pending film project is in the works with students from NYU. They are donating \$675 for the space and will circulate the school's GoFundMe. Another NYU student reached out about filming at the school in April. This film would be willing to donate \$1,400 for two days of filming and circulate the school's GoFundMe page. WCHS staff are also

looking into a partnership with the Brooklyn Nets and New York Liberty for a pre-game student experience and possibly a fundraiser. The Summer Boost Application for 2025 is due March 15. The Security Reimbursement Program Application is due May 14. This report would be completed by CSBM.

14. ADJOURNMENT

Ms. Putz asked for a motion to close.

- Mr. Witherspoon made a motion to close the meeting. Ms. Johnson seconded. All were in favor.