



MINUTES
Board of Trustees Meeting
May 29, 2025

PRESENT

Marcenia Johnson, Trustee
John Witherspoon, Trustee
David Medina, Trustee

GUESTS

Valerie Jacobson, Head of School
Ellen Eagen, Legal
Mary Kenny, Transcriber
Additional Staff (27)

EXCUSED

Lourdes Putz, Chair; Sabrina Philson, Trustee

1. WELCOME

Mr. Medina thanked everyone for coming and called the meeting to order at 5:35pm.

2. APPROVAL OF APRIL MINUTES

- Mr. Witherspoon made a motion to approve the April Board Minutes pending legal counsel's review. Ms. Johnson seconded. All were in favor.

3. ACADEMICS

Ms. Jacobson provided an overview of recent and upcoming events:

- May 28 - College Decision Day and Athletics Awards Banquet;
- May 29 - Piano/Choir Recital, Virtual PLC Meeting, and Board Meeting;
- May 30 - BCAT Artists Week and Artists Talk, Silent Auction, and Prom at Terrace on the Park;
- June 2-4 - Senior Final Exams and Biology, Earth Space, and Geometry Final Exams;
- June 5 - No School;
- June 6 - PD Day;
- June 9 - Senior Grades Due;
- June 10 - Biology and Earth/Space Science Regents Exams;
- June 11 - Geometry Regents Exams;
- June 12-13 - Final Exams;
- June 13 - Senior Awards Dinner;
- June 16 - Make-Up Exams;
- June 17-18 - Regents Exams;
- June 18 - T3 Grades Due, Grade Verifications Released;
- June 19 - No School;
- June 20-25 - Regents Exams;
- June 23 - Grade Verifications Due; and,
- June 27 - Graduation/End of T3.

Round 2 Teacher Announced Observations are complete. Teachers received final Danielson scores, ratings and actionable feedback and next steps. 37/49 teachers (76%) received a Proficient/Distinguished rating. 12/49 teachers (24%) received a Basic rating. Teachers were afforded a third observation if requested. Performance Improvement Plans and targeted/strategic instructional support will be considered for teachers in need of support. The most common components in the Basic range are: 3b-Using questioning & discussion techniques, 3c-Engaging students in learning, and 3d-Using assessment for learning 2c-Maintaining purposeful environments. Last year 82% of teachers received an Effective/Highly Effective rating and 18% received Developing. On June 6 the school will be hosting a non-instructional professional development day to host a Teacher Showcase of Learning event in the morning.

The April Teacher of the Month is Brianna Martino and the April Staff of the Month is Laura Pazour. Ms. Jacobson showed pictures from the Visual Arts Showcase, the Addams Family show, the recent blood drive, and College Decision Day.

4. SENIOR DATA

Ms. Martin stated that a Decision Day Celebration was held on May 28th. 92 students made their post-secondary decisions. Approximately half of students are attending CUNY schools, four are attending HBCUs, and others are attending trade schools and military options.

There are 213 Students in the Class of 2025. 137 are on track, 45 are slightly off track. 31 are severely off track. 123 students have completed all five Regents and six qualified for CDOS credentials.

Actions taken to support senior graduation include: expanded credit recovery options, APEX enrollment and deadlines, prom and academic accountability, summer school communication, and Regents preparation:

- **Expanded Credit Recovery Options:** Three sessions of Night School have been offered in addition to existing credit recovery programs. Students are currently in Session 2. Session 3 will occur after senior grades are stored, providing students with a final opportunity to complete one additional course before graduation.
- **APEX Enrollment and Deadlines:** 46 Students are actively enrolled in APEX. 8 are 5th Year Seniors. The completion deadline is June 13. Any students with incomplete APEX work by that date will be required to attend school during Regents Week to finish their courses.
- **Prom and Academic Accountability:** Students who are on track for graduation but failing Trimester 3 courses have been notified that Prom is May 30. Instead of removing them from Prom, they are required to attend school to work on academic recovery and maintain graduation eligibility. All other students attending Prom are excused from school for the day.
- **Summer School Communication:** All seniors who need or may need summer school have been directly emailed. Families were also contacted and informed of their child's potential or confirmed summer school requirement based on current academic standing.
- **Regents Preparation:** Students in need of Regents exams have been provided with information and resources for Regents review and Regents Dates. About 53 students who are on track/ slightly on track with their credits need at least one Regents exam. This means staff will not know their actual graduation status until the Regents are done.

5. OPERATIONS

Ms. Jacobson prepared for NYSED Annual Visit with Department Leaders, Academy Leaders, Safety, and Facilities and Accountability Manager. She is also working on Summer School 2025 staffing, planning, and course registration; 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. The Scheduling Team is preparing 2025-26 Master Schedule and Student Courses requests. All 12 Emergency Readiness Drills for 2024-25 have been completed. Non-instructional staff evaluations and E-portfolio collections were conducted in TeachBoost from February-May. The school continues to cover 17 section vacancies internally and continues to recruit for 1 Science Teacher/Coach and 1 SNAS Teacher. A cell-phone policy survey is being launched in accordance with Governor Hochul's statewide ban. Ms. Jacobson continues to reviewing the 2025-26 budget with the Finance Department and Board Committee. Ms. Jacobson requested the Board to approve a 3% salary increase for the 2025-26 school year starting August 16, 2025 for all faculty and staff employed as of that date. Discussion occurred.

Mr. Medina asked for a motion to approve a 3% salary increase for the 2025-26 school year starting August 16, 2025 for all faculty and staff employed as of that date.

- Ms. Johnson made a motion. Mr. Witherspoon seconded. Mr. Medina abstained. All were in favor.

Ms. Jacobson presented a proposal to renew existing benefits plans as is and absorb the cost of the premium increase for each plan level for 2025-26. Employees who keep their same plan level would not see a change in their semi-monthly benefits payroll deduction. Oxford/UHD initially offered a 15.9% increase (\$198,138) on the Oxford

medical plans and then reduced it to a 8% increase (\$99,950) for a non-market bit. The broker was then able to negotiate renewals with no plan changes and the U-Bundle discount:

- Oxford/UHC Medical – +4.95% (\$61,566)
- Oxford/UHC Dental – PPO +7.4% (\$2,975); DMO +5% (\$88)
- Oxford/UHC Vision – 0%
- Oxford/UHC Life/ADD – 0%
- Voluntary Life/ADD – 0%
- Oxford/UHC LTD – 0%
- UNUM DBL – 0%.

The renewal will allow staff to maintain benefits plans/networks and would not increase any out-of-pocket costs (deductibles/co-pays) or result in increased semi-monthly payroll deductions. Moving forward, HR will continue to work with the school's broker to explore additional benefits options, HSA accounts, level-funding and/or self-funding.

- Ms. Johnson made a motion to approve the benefits package. Mr. Witherspoon seconded. Mr. Medina abstained. All were in favor.

6. PLC

Ms. Gomez on behalf of Ms. Pink, who is attending the May PLC meeting. The May PLC meeting will feature Kim Robinson from Youthbridge and Justin Usher from the New York Civic Engagement Commission (CEC).

7. FACILITIES

Mr. James reported that two AC units are in need of replacement, Unit 5-8 serving the 5th floor hallway, and unit 5-6 serving room 518. The bi-annual fire department building inspection was conducted on May 15. No violations or warnings were issued. A Department of Health visit was conducted on May 21. Three warnings were issued for a stained ceiling tile, one shatter-proof light protector, and two piping gaps in the ceiling. All issues are being corrected.

8. SAFETY

Mr. Edmund reported that the last fire drill was conducted on May 28. He continues to meet with the 90th Precinct. Entry and dismissal procedures continue to be in place.

9. ENROLLMENT/RECRUITMENT

Ayisha Gomez reported. Enrollment is 662 in PowerSchool and 665 in ATS. The estimated FTE is 658.249. As of May 29, student applications are as follows: 267 for 9th grade, 45 for 10th grade, 31 for 11th grade, and 15 for 12th grade. 4 families attended an open house on May 17. The next open house is June 14. Recent recruitment efforts include utilizing Schola Partner Support, which includes text blasts, new flyer distribution and phone outreach, as well as Bushwick and Bed Stuy Partnership meetings, a CB4 Shape-Up Bushwick event on June 5, and canvassing the northside area on June 3. A May 28 WCHS Family Night at Citi Field has been postponed. Recruitment staff will be attending 8th grade graduation ceremonies in June. Summer programming includes Financial Literacy with BNS and Summer Bridge Program August 12-14. A variety of ad campaigns are being launched as well.

10. FINANCE

Ms. Fernandez reported. The total collected revenue is \$11,755,105 and the total expenses are \$12,370,155. The total deficit is \$615,050. The Board reviewed the breakdown of assets and liabilities. The 403b audit is completed and the interim audit is in progress. The general audit is scheduled for August.

11. HUMAN RESOURCES

Mr. Kloss reported. There was one instructional hire and four operations hires in April. There was one operations resignation in April. Two operations staff are currently on leave. The school transitioned to an in-house cleaning staff and is still working on hiring. HR proposed a more robust STD policy for benefits renewal in 2025-26. Mr. Kloss proposed changes to the FSA and Commuter insurance that will be rolled out next year. HR attended a healthcare benefits conference, submitted a certification worksheet to NYC Charter Center for a staff review, and is updating the school's Indeed page to aid in recruitment efforts highlighting harder-to-fill roles and enable a resume-search feature.

12. STAFF ADVISOR

Mr. Kronenberg shouted out the school's recent cultural events, including, the Visual Arts Show, Mystery One Acts and the Addams Family performance, College Decision Day, and the Athletic Banquet! Mr. Kronenberg thanked the Sunshine Committee for planning an upcoming professional development event. He commended teachers who participated in the Teacher Showcase and stated he is participating in staff discussions regarding school improvement ideas including Care Time considerations, sports programming, and implementing a culture of gratitude.

13. ACCOUNTABILITY AND DEVELOPMENT

Ms. Gomez reported on Ms. Manion's behalf. The NYSED Check-In Visit was on May 8. Ms. Marshall visited WCHS' Ceramics, Global 9 Honors, SUPA Gender Texts, Intro to Theater, ICT Algebra I, Studio Art, and Drawing and Painting classes. She was impressed with the professionalism of arts programming in the school and was particularly impressed with Mr. Kronenberg, Mr. Dilworth, and Mr. Failla. Ms. Marshall said she might have a fingerprinting compliance question but she has not yet followed up.

2025-26 Title I planning has begun. The SSEC report due mid July. The portal opens in June. The school's Annual Report due August 1. Ms. Gomez organized a Mets night out for 25 incoming WCHS students and families. It was rained out on May 28 but Ms. Gomez is working with the Mets to hopefully reschedule. Ms. Manion also reached out to the Yankees and is awaiting a response. Ms. Gomez reminded the Board to RSVP to graduation.

The school has raised \$35,905 this year. The Security Reimbursement Program Application was submitted May 14 by CSBM. Ms. Manion will be applying to Walentas Grant in the summer. She also will apply to a parks grant that will cover expenses for a student field trip to a NY park.

14. MOTION TO ADJOURN

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