

WCHS Board of Trustees Meeting

September 2023



Agenda

1. Welcome and Introductions
2. Approval of August Minutes
3. Academics
4. Safety Update
5. Operations
 - a. School Safety Policy
6. Facilities
7. Recruitment and Enrollment
8. Finance
9. Human Resources
 - a. % Increase for noninstructional staff
10. Staff Advisor to the Board
11. Accountability
 - a. Code of Conduct Revisions
12. Executive Session (if needed)



Academics

- ❑ Preparing high-leverage instructional items in preparation for our visit:
 - Learning Walks + Targeted Feedback
 - Classroom Particulars: word walls, anchor charts, agendas with SMART objectives, Cornell note-taking, bulletin boards
- ❑ STAR Testing: began with the 9th grade in ELA & Math classes
- ❑ Instructional Coaching: has begun with BOY initial 1:1 coaching meetings. This year the focus will be aligning supervision and coaching with school-wide literacy initiatives as well as skills based strategies for student success.
- ❑ New and updated curriculum texts were ordered for Core Content Areas.
- ❑ Professional Development Focus (beginning now and ongoing): Jane Schaffer Writing, ENL strategies for reading/writing, Response to Intervention (RTI), ICT/ Co-Teaching, Restorative Practices, School Wide Classroom Particulars, Differentiation, Danielson FFT and after school PD.
- ❑ Back to School Night–September 26, 2023



Academics

- ❑ Credit Recovery—6 weeks—October 2, 2023
- ❑ Student Chromebooks
- ❑ Hispanic Heritage Month—
- ❑ Midterms— October 3, 2023
- ❑ PSAT/SAT Test Day—Wednesday, October 11, 2023
Grades 10/11
Grade 9—PSAT/8/9—Wednesday, March 20, 2024
- ❑ Clubs, and sports have started
- ❑ Administrations Meetings with 90th Precinct+ Monday Principal Meetings
- ❑ NYPD Options Program to begin in October (students only)



Senior Class Data

Senior Class Data	
Total Number of Seniors	203

Operations as of 9/27/23

- For Board Approval:
 - 2023-24 District & Building Safety Plans; District Posted for public Comment; email comments to vjacobson@thewcs.org
- Preparing schedule, proctors, supplies and rooms for 10/11: Gr. 10-11 PSAT administration; Gr. 9 & Gr. 12 asynchronous Remote instruction
- Back-to-School Night School Overview Presentation 9/26 at 6pm
- Recruitment ongoing for HR Manager, Data Systems Coordinator, Safety Officers, Safety Manager
- Covering Teacher vacancies and leave replacements



Facilities

1-An FDNY Inspector visited the school on 8/24/23 and inspected the roof, 5th & 2nd floor air handling units, No defects or violations was issued

2-A Department of Health inspector visited the school on 8/29/23 and inspected the schools kitchen, No defects or violations was issued.

3-All heating units were inspected and are available for use

4-A new heating & air conditioning unit was installed in Room 809



Facilities - New Gym Update



Recruitment and Enrollment 9/18/23

<u>Powerschool</u> 803	<u>ATS</u> 800	<u>FTE*</u> 926.425
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1. *Per Pupil Billing Document #3 due 9/29; Reconciliation submitted 7/28
2. 5 Pending Discharge, 49 Discharges and 21 Will Not Attend since 7/1/23;
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
9th Grade	415	408	279
10th Grade	29	54	39
11th Grade	23	39	19
12th Grade	7	13	11
Total	474	514	348



Recruitment and Enrollment as of 9/18/23

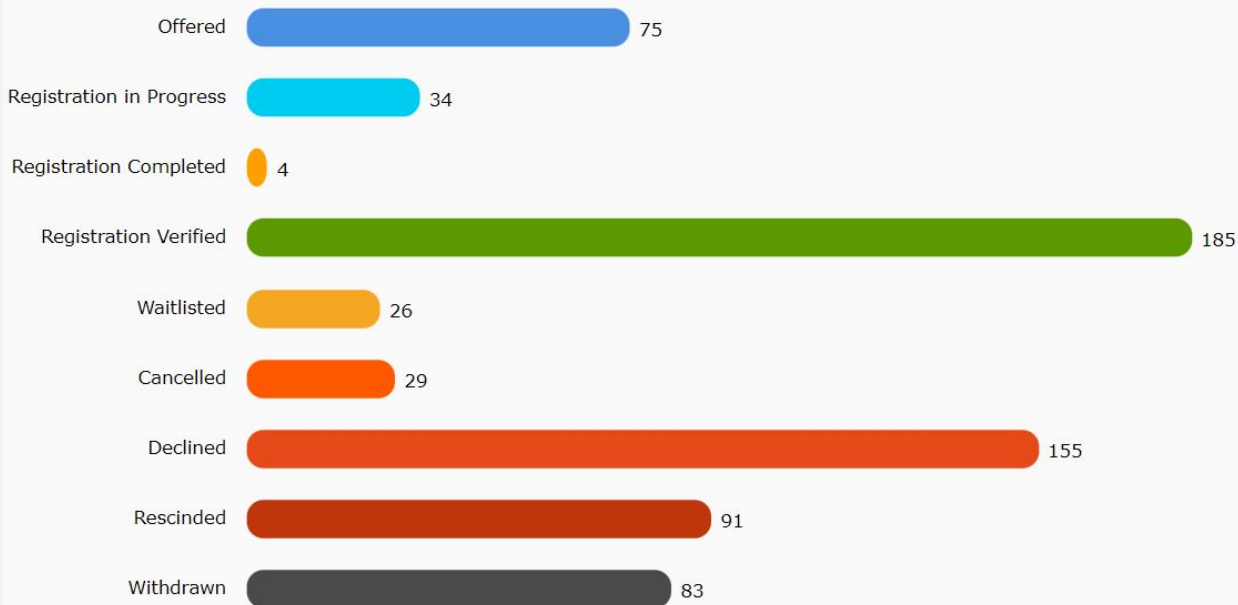
Grade Level	Total in Grade	2020	2021	2022	2023	2024	2025	2026	2027	Unclassified
9	113 M 62 /F 51	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0	2 M 2 /F 0	1 M 1 /F 0	107 M 57 /F 50	3 M 2 /F 1
10	185 M 102 /F 83	1 M 1 /F 0	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0	3 M 2 /F 1	180 M 99 /F 81	1 M 0 /F 1	0 M 0 /F 0
11	262 M 112 /F 150	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0	17 M 10 /F 7	11 M 6 /F 5	234 M 96 /F 138	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0
12	243 M 115 /F 128	8 M 4 /F 4	11 M 7 /F 4	12 M 8 /F 4	12 M 5 /F 7	192 M 86 /F 106	1 M 1 /F 0	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0
TOTAL	803 M 391 /F 412	9 M 5 /F 4	11 M 7 /F 4	12 M 8 /F 4	29 M 15 /F 14	203 M 92 /F 111	240 M /F 101 139	181 M /F 100 81	108 M 57 /F 51	3 M 2 /F 1

Recruitment and Enrollment as of 9/18/23

- 2023-24: 682 Applications

Overview Of All Applications

Total Applications: 682



Recruitment and Enrollment as of 9/18/23

2023-24 Lottery Application Numbers

- Registrations Completed & Verified = 189

9th	10th	11th	12th	Total
124	28	31	6	189

- Registrations in Process = 34

9th	10th	11th	12th	Total
25	5	2	2	34

- Offered = 75

9th	10th	11th	12th	Total
54	5	4	12	75

Recruitment and Enrollment 9/18/23

- Applications Waitlisted = 26

9th	10th	11th	12th	Total
2	12	10	2	26

Open House Dates for 2023-24

- TBD

Lottery Application for 2024-25

- Lottery Deadline 4/1/24
- Lottery 4/2/24 @6pm
- Application Launches 9/1/23; Common Application launches 10/1/23

Recruitment and Enrollment 9/18/23

In-Person Recruitment Events

- Collective Focus Hub
 - 8/26 Neighborhood Block Party
 - 12-6pm at 1046 Broadway
 - 50+ people visited our booth
- SchoolFest
 - 9/16 at JHS 126
 - 12-4pm
- Middle Village Prep Charter School
 - 10/11 at 6802 Metropolitan Ave, 11379
 - 6-8pm
- PAL High School Fair
 - 10/10
 - 34½ East 12th Street, New York, NY 10003
- Family & Youth Peer Support Pop Up
 - 9/23 at 1060 BedFord Ave, Brooklyn 11238
 - 10am-3pm



Recruitment and Enrollment 9/18/23

Online & Social Media

- **Daily News Email blast on 8/25 & Ad**
 - 100,000 custom emails (in the past we've used parents with children of a certain age range and zips near the school)
 - Email redeployment to openers of initial email, 7 days later
 - 50,000 Facebook, retargeting from Email blast
 - 200,000 impressions on on Extended Audience Network (Google Display Network)
- **El Diario Spanish Email Blast & Ad**
 - 50K emails EBLAST
 - Facebook Post, FB Stories & Instagram
 - 82.5K IMP @ \$10CPM
 - One Quarter Page
 - One Quarter Page as added value
- **Brooklyn Family Magazine Ads**
 - August Education Guide
 - September Back-to-School Special
 - October High School Application Issue
- **Google Ads::** General and special populations ads,
- **Other Social Media:** Facebook, Instagram, Niche.com, weekly Email Blast to mailing list



Finance

WCHS Financial Update Board Meeting – September 26, 2023

This is **as of July 31, 2023**

Total collected revenue for the period is \$1,619,278 and total expenses for the period are \$1,822,000 million.

Total excess of revenue over expenses for the period is (\$202,722)

This is due to the payroll and taxes accrual entry.

Assets		
Cash and Cash Equivalents	13.3	Bank Acct, Petty Cash,
Account Receivable	1.8	ESSER Grant/Title
Total Fixed Assets	2.1	Leasehold improvement, Furniture, Equipment, software
Building Security Deposit	5.7	Rent Deposit/New Building
Prepaid expenses and Deposits	300,839	Utility, Insurances, other
Total Assets	23.4	
Liabilities		
Accounts Payable, Accrued expenses	1.5	Bills, Accrued salaries/taxes
Unearned Revenue	1.6	Advanced -Per Pupil
Deferred Rent	11.3	Rent
Total Liabilities & Net Assets	23.4	8.9 Unrestricted Net Assets

- General Audit and 403B Audit are still in progress.



Human Resources

- **Percentage increases for non-instructional staff**
 - **Approval:** 2.7% increases for non-instructional staff backdated from August 15 (xcept staff who have already received a promotion and/or title change update
 - This increase is supported by the current budget and is equal to the standard increase awarded to teachers for the 2023-24 school year
 - Individual line items have also been addressed and are included in the budget
- **Salary audit update**
 - Review of the salary concern spreadsheet is ongoing, but remains a priority
 - All changes will be made together and any change in pay will be backdated from August 15



Staff Advisor To The Board Updates

- ★ Continued funneling of information or queries to Katie and Ellen and liaising to ensure staff has access to reaching out with questions and voices heard
- ★ Teacher worries about vacancies and temperature check with students of how that's impacting student rigor / morale when they are in classes with their permanent teachers
- ★ Staff Shout Outs:
 - Mr. Ryland Frost * Ms. Melanie Griot * Ms. Brianna Martino * M Sylvia Yenque
- ★ Return of the Burning Flame Award?



Accountability and Development

- **Accountability**

- **Renewal application** - application submitted on August 15
 - Next steps:
 - Signed and notarized renewal charter agreement sent to NYSED
 - Benchmark 1 due October 3
 - Nonmaterial revisions
 - **Approval:** Updates to Code of Conduct (see next slide)
 - Supplementary info and materials
 - Site visit
- **Title I:** Title I parent meeting will be held in the fall
- **Annual Report:** Progress towards goals, audit, and budget due November 1

- **Media/Community**

- The Economist filmed at the school today re: Feb 8 community response
- [Brooklyn Paper](#) featured Ms. Helliger's Back to School [GoFundMe](#) in a story
- Student film is interested in filming early 2024 - may come for a scout in coming weeks

Accountability and Development

- Code of Conduct Revisions
- WCHS is submitting updates to our code of conduct to reflect minor changes and policy updates regarding:
 - cell phone use;
 - prohibition of airsoft guns;
 - fire alarm procedures;
 - lockdown expectations and procedures;
 - elevator usage;
 - the school guest policy;
 - classroom removals;
 - detention hours;
 - alternative learning environment placement;
 - prohibition of vaping and e-cigarettes;
 - prohibition of gang affiliated attire;
 - physical violence;
 - the school mediation policy;
 - long term suspension/expulsion; and,
 - discipline procedures for students with disabilities.

The above mentioned changes reflect changes that have been made and reviewed by staff and counsel since 2018; however, it requires a formal nonmaterial revision to the state. The changes were made to improve safety, classroom management, and the effectiveness of impartial hearings and related procedures.



PARENT LEADERSHIP COUNCIL (PLC)

The Parent Leadership Council

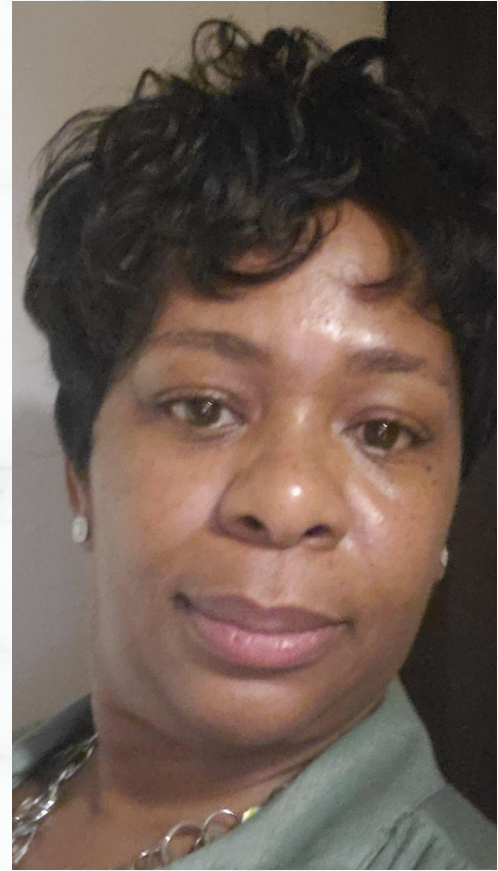
Ready to ROAR!

Change the message.
Change the perspective.
Change the world.





*WCHS PARENT COORDINATOR & LIAISON TO
PARENT LEADERSHIP COUNCIL (PLC)
Ms. MELODY PINK*



*OUR PARENT LEADERSHIP COUNCIL (PLC)
PRESIDENT Ms. MONIQUE BOWENS*



Upcoming Parent Meetings



COME JOIN US!

VIRTUAL PARENT LEADERSHIP COUNCIL (PLC) MEETING



New York
Charter Schools
Association™



WILLIAMSBURG
CHARTER HIGH SCHOOL

DATE: THURSDAY SEPTEMBER 28TH, 2023

TIME: 6PM

LOCATION: VIRTUAL

CHECK YOUR EMAIL FOR LOGIN DETAILS

Exciting Announcement: Join Us for the Parent Leadership Council (PLC) Elections! We are thrilled to invite you to our upcoming event where we will be hosting esteemed guest speakers from the New York Charter Schools Association. Get ready to be inspired by Ms. Natasha Cherry-Perez, the Chief of Staff, and Ms. Tamika Marcellin, the Community Engagement Manager - NYC. They will be shedding light on the impactful Regent Letter Writing Campaign and providing crucial information on voter registration. But that's not all! Our second presentation will feature the Cypress Hills Local Development Corporation, with the incredible Ms. Jessica Gonzalez, the NYC Outreach Benefits Coordinator. She will be sharing valuable insights on job training and placement programs, as well as guiding you on accessing benefits that can transform your life.

We cannot contain our excitement to have you join us virtually for this event! So mark your calendars and make sure to save the date! If you have any questions or need further information, please don't hesitate to reach out to Ms. Pink at mpink@thewcs.org. We can't wait to see you there!



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