



MINUTES
Board of Trustees Meeting
March 26, 2024

PRESENT

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

GUESTS

Valerie Jacobson, Acting Head of School
Mary Kenny, Minutes Transcriber
Ellen Eagen, Legal Counsel
Additional Staff (32)

EXCUSED: Marcenia Johnson, Trustee

1. WELCOME

Ms. Putz welcomed everyone to the meeting. The Board viewed a Pi Day video created by Mr. Dilworth. Ms. Putz asked that the video be showcased on the school's website and social media to advertise the great job the school is doing.

2. APPROVAL OF FEBRUARY BOARD MINUTES

- Mr. Witherspoon motioned to approve the February Board minutes pending counsel review. Ms. Philson seconded. All were in favor.

3. ACADEMICS

Ms. Jacobson presented upcoming dates. School will be closed on March 29 and April 1 for Easter. The WCHS Admissions Lottery will be April 2. The NYC School Survey closes April 5. WCHS will be closed April 10 for Eid. T3 Midterms will take place from April 16-18. Makeup testing will take place on April 19. WCHS Spring Recess is April 22-30. March teacher and staff person of the month will be announced soon. Successful March events included a visit from Rhonda Ross, Report Card Night, a Shirley Chisholm movie viewing, an anti-gun violence rally, and a student entrepreneur "Shark Tank" competition.

Ms. Holford stated that informal observations have been completed and feedback has been provided to all teaching staff. Round 2 unannounced observations begin the first week of April. Mock Regents Exams will be administered for T3 midterms. 14 pairings have been created for mentor/mentee intro meetings. Staff are conducting T2 reflections. Teachers and staff have received professional development, including: mandated reporter training, MasteryConnect training for T3 midterms, and Lunch 'n' Learn sessions for Tier 1 classroom interventions. Danielson training continues to be held after school every Monday. Ms. Holford presented survey data from staff, which showed classroom intervisitation has been a beneficial tool this year.

SENIOR CLASS DATA

Ms. Martin presented. Currently 114/198 seniors are on track for graduation. She provided a link to the senior tracker. 84/198 seniors are off track. 38 are off track but a June graduation is possible with credit recovery and APEX. 9 of those 38 also need a Regents to graduate. 22 are off track but an August graduation is possible. 26 students are very off track and can graduate after August. 7/26 very off track students are long term absences. There are 39 5th year seniors. 10/39 are in a program such as YABC, 12 are enrolled but are not on track for a June graduation, 9 are unresponsive, and 8 will age out in August.

76 seniors are on the honor roll. 44 are on the Principal's List with a GPA of 95 or higher. 18 are on the High Honor Roll with a GPA of 90 or higher. 14 are on the Honor Roll with a GPA of 85 or higher. The Board discussed parent outreach and motivational events such as the senior prom, trip, etc.

COLLEGE DATA

Ms. Martin shared a college update. Students have submitted 63 SUNY applications, 138 CUNY applications, and 70 private applications. Students have received 64 acceptances so far. Acceptances have been delayed on a whole due to FAFSA delays. A Google Form has been created to highlight acceptances. College decision day is scheduled for May 15. 107 students recently took the PSAT and 183 took the SAT.

4. OPERATIONS

Ms. Jacobson stated that Operations has collaborated with College and Career Readiness, SPED, and instructional staff to prepare June Regents Review, exams, rosters, rooms, schedules, as well as AP and NYSESLAT testing schedules. The DOE Teacher Survey was administered on February 13. Student and parent survey administration started February 13 and will run through April 5. She is preparing the 2024-25 Course Catalog and scheduling timeline. Ms. Jacobson asked the Board to tentatively approve the 2024-25 Calendar pending any changes to the NYC DOE calendar. School would be closed July 1-5, 2024. Non-instructional staff would have six additional floating vacation days to be used by August 15, 2024. Instructional staff would get six vacation days on the following Fridays (June 28, July 12, July 19, July 26, August 2, and August 9. Summer school would run July 8-31 from 8am-3pm, Monday-Thursday. Teachers would return for professional development on Friday, August 16. Freshmen Bridge Program would run August 22-23, the first day of school would be Monday, August 26. The last day of school would be Friday, June 25, 2025. The Board decided to vote on approving the calendar.

- Ms. Philson motioned to approve the 2024-2025 WCHS School Calendar. Mr. Rivera seconded. All were in favor.

TECHNOLOGY UPDATES

The Board reviewed bids for internet providers from Verizon, Knight Nets, and Switch Technology to upgrade the school's internet service due to the current provider going out of business. Mr. Witherspoon suggested that the school proceed with Verizon due to their reputation and speed.

- Ms. Philson made a motion to accept the contract of the Verizon E-Rate bid as our Internet Service Provider. Mr. Rivera seconded the motion. All were in favor.

5. FACILITIES

The building's heating units are still activated due to the cold weather. Air conditioning units are being tested and prepared for use. ConEdison is preparing to conduct electrical work underground below the school. No shutdown of power will occur. ConEdison has completed their LED replacements for the Energy Star LED energy reducing program. There have been no visits from the FDNY, ECB, DOB, or DOH this month.

Mr. Morales updated the Board on the new Gym. He filed with the Department of Buildings and selected a contractor. He thanked everyone who helped make this process move smoothly. He has forwarded all data on finances as requested. He doesn't expect any delay in groundbreaking.

6. RECRUITMENT AND ENROLLMENT

Ms. Jacobson reviewed enrollment data over the past year. Currently, enrollment is 767 in PowerSchool and 766 in ATS. The projected FTE is 770.755. The school enrolls students daily; however, students also transfer out at a similar rate. Ms. Jacobson presented student recruitment initiatives. The Board discussed decreasing enrollment and teacher vacancies. Ms. Jacobson stated that several vacancies have been filled. The lottery is on April 2. There are currently 302 applications. The school continues with advertising, marketing, and in-person open houses.

7. FINANCE

Ms. Fernandez updated the Board. As of January 31 the total collected revenue was \$10,834,570 and the total expenses were \$11,610,196. The deficit of revenue over expenses is \$775,626. The total assets and liabilities are both \$21,800,000. The Board discussed grant writing and welcomed ideas from interested parties.

8. HUMAN RESOURCES

Mr. Kloss presented. He is monitoring the requirements of the Workplace Violence Prevention Law. The Human Resources Department will use NYS Department of Labor PowerPoint presentation and will create a Certificate of Completion that will be emailed back to Human Resources. The training will be mandatory for all new hires as of

May 1, 2024. The recruiting event with CharterSchoolJobs.com yielded four leads and one job offer. He will look to attend the next session as their candidates have been experienced and/or credentialed. The HR Department started using the National Student Clearinghouse to verify new instructor credentials during Onboarding. There were four instructional new hires in February and one termination. Two instructors are currently on leave. He is continuing to organize the HR office and update compliance binders. Mr. Kloss also spoke with the school's Aflac representative. He hopes the representative can come in during Open Enrollment. Representation and enrollment fell off after COVID.

9. STAFF ADVISOR TO THE BOARD

Mr. Kronenberg stated he is continuing to look at ways to get students more engaged in and out of the classroom. He suggests more opportunities for staff to interact next year, possibly more additional professional development time or common preparations. He commended staff involved in events and suggested that additional monies be allocated for comp time for staff who go above and beyond. Mr. Kronenberg stated that staff would appreciate updates regarding any changes to salaries, contracts, and what 2024-25 may look like. He asked if there are any target questions from the Board that he can focus on. The Board stated a school climate survey would be helpful.

10. ACCOUNTABILITY AND DEVELOPMENT

Ms. Manion presented. The NYSED CSO requested additional fingerprinting information for the school's renewal report. Ms. Manion will follow up. The next Board of Regents dates are April 15 and 16, it is possible WCHS will be reviewed for renewal at that meeting. The CRDC will be submitted by April 1. The ESF Monitoring audit was submitted March 13. The second annual WCHS anti-gun violence rally will be held on March 27. Reporters from Bushwick Daily and News 12 will attend. WCHS is partnering with Bushwick Ayuda Mutua to fundraise for local asylum seekers as part of the admissions lottery. Ms. Pink invited a number of community partners to attend the event. Ms. Manion invited local electeds as well.

11. PARENT LEADERSHIP COUNCIL (PLC)

Ms. Pink invited everyone to attend the next PLC meeting on March 28. Guest speakers will include representatives from NYC Health + Hospitals and Day One, a nonprofit supporting NYC youth and works to end dating abuse and domestic abuse through education and services. There will also be a PLC raffle with two \$25 Amazon gift cards.