



MINUTES
Board of Trustees Meeting
January 27, 2026

PRESENT

Lourdes Putz, Trustee
Sabrina Philson, Trustee
Marcenia Johnson, Trustee
David Medina, Trustee

GUESTS

Valerie Jacobson, Head of School
Mary Kenny, Transcriber
Additional Staff (21)

EXCUSED John Witherspoon, Trustee

1. WELCOME

The meeting was called to order at 5:30pm. Ms. Putz welcomed everyone.

2. APPROVAL OF DECEMBER MINUTES

- Ms. Johnson made a motion to approve the December 2025 Board Minutes pending counsel review. Mr. Medina seconded. Ms. Putz abstained. All were in favor.

3. ACADEMICS

Ms. Jacobson highlighted recent and upcoming events:

- January 7 - Earth Science Lab Practical
- January 8 - Earth Science Lab Practical Make-Up
- January 10 - WCHS Open House: Student Recruitment
- January 14 - Trimester 1 Honor Roll Celebration (Grades 9 and 10)
- January 19 - School Closed: Rev. Dr. Martin Luther King Day
- January 20 - January 23 - Regents Exams
- January 26 - No School For Students: Staff PD Day
- January 27 - 30: Midterm Exams
- January 28 - Trimester 1 Honor Roll Celebration (Grades 11 and 12)
- January 29 - Virtual PLC Meeting
- February 2 - February 6 - Senior Spirit Week
- February 4 - Progress Report Grades Due by 3pm
- February 6 - Winter Formal; Progress Reports Generated
- February 9 - DOE Survey Opens
- February 10-11 - Parent-Teacher Conferences

Ms. Jacobson summarized the virtual professional development day on January 26. Staff attended the below sessions:

- Using Data to Drive Student Success: IEP and Accommodations,
- Discipline and Attendance, Grade Level Trackers and Regents and Transcript Audits; and,
- Remote Classroom Set Up Refresher (in preparation for any Snow Days).

Staff also attended Department Meetings where they discussed Regents scores, reviewed curriculum maps, reviewed midterm exam links, provided gradebook updates in PowerSchool, and used time to contact parents of struggling students and make log entries in PowerSchool, and conduct course catalogue reviews for 2026-27. Staff also were allotted time to participate in NYC Charter Center on-demand workshops.

Ms. Jacobson is continuing to compile data from unannounced informal observations conducted from December 8-January 16. She is seeking proposals from consultants for announced formal observations that will take place February 1 - May 1.

Ms. Jacobson provided an overview of upcoming professional development planning, which will include: smart board training with LG, Lunch 'n Learns and intervisitations, differentiated professional development based on analysis of informal observations. 2026-27 planning is ongoing, including: school calendar, schedules, summer school, course catalogue updates, NYSED Portrait of a Graduate phase-in, Student Council-led improvement initiatives, advisory programming, CCR programming, school food menu, and uniform updates. The NYSED Site Check-In is tentatively scheduled for March 25, which will consist of classroom visits and a leadership team check-in.

Ms. Jacobson summarized the NYSED Portrait of a Graduate guidelines and projected timeline of the roll out.

The current High Honor Roll, Honor Roll, and Principal's List breakdown by grade level is as follows:

- Grade 9
 - High Honor Roll - 18
 - Honor Roll - 21
 - Principal's List 9
 - Total - 48
- Grade 10
 - High Honor Roll - 15
 - Honor Roll - 26
 - Principal's List - 20
 - Total - 61
- Grade 11
 - High Honor Roll - 18
 - Honor Roll - 26
 - Principal's List - 20
 - Total - 64
- Grade 12
 - High Honor Roll - 16
 - Honor Roll - 17
 - Principal's List - 40
 - Total - 73
- Schoolwide Total - 246

Ms. Jacobson congratulated the Teacher of the Month, Seth Failla; the Staff of the Month, Alejandro Ceballos; and, the Advisor of the Month, Peter McMath. She also reviewed photos from recent events, including, the Schoolwide Community Service Day, the Holiday Arts and Crafts Fundraiser, Holiday Events, and Honor Roll Assemblies.

Ms. Martin provided a senior update. Regents scores are still being calculated. There are eight potential January graduates. 83 of 162 seniors are on track to graduate. There are 61 5th year seniors.

4. PARENT LEADERSHIP COUNCIL (PLC)

Ms. Pink stated the January 29 PLC meeting would include a guest presenter from Riseboro, who will discuss college programs and services. Bridge Street Development will discuss SYEP for all scholars. The next PLC Fundraiser will be held February 10, 2026 with a take what you need table (clothing, books, and food pantry items).

5. OPERATIONS

Ms. Jacobson reported that she is collaborating with Human Resources on updates to the Personnel Handbook. January 2026 Regents exam scoring and score report generation is ongoing. Upon completion, scores are being uploaded to PowerSchool and student transcripts. Operations staff are generating student transcripts for transcript audits which will be conducted by counselors during Advisory for inclusion in student portfolios in advance of Student-Led Conferences which will take place in March 2026. NYC DOE Parent/Student/Teacher surveys will be administered from February 9-April 1. Ms. Jacobson is preparing for Trimester 2 Progress Reports and Parent-Teacher Conferences and is working with the Technology Department for E-Rate 2026-2028. The monthly School Emergency Response Team meeting was held and the annual CPR/AED training was rescheduled for the June

4 professional development day. Per Pupil Billing Document #5 was prepared with SNAS and Records Departments along with FY2027 per pupil projections. Website revisions and content updates are being finalized with Operations and Technology Teams. The school is working with the First Step Program for an Operations/Hallway Monitor intern.

6. FINANCE

Ms. Fernandez reported that as of November 30, 2025 the collected revenue is \$6,081,593 (96% per pupil 4% from other sources). The total collected expenses for the period is \$6,698,239 (60% personnel, 5% contracted services, 22% rent, 4% utilities, 9% other). The total deficit is \$616,646. The year-end projected deficit is \$890,000. The Board discussed the deficit. Ms. Fernandez said the school's spending is in line with the budget. The finance team has closed the first two quarters and Ms. Fernandez is working on a report for the Board with actual expenses.

7. FACILITIES

Mr. James reported. There were no school inspections or visits this month. The heating system was repaired in classrooms 701 and 424. The toilet was resealed in staff bathroom 118. An inspection is due for the school's gas piping system per Local Law 152. A past violation is pending correction. The school acquired the services of BM Snow Removal to clear sidewalks after heavy storms.

8. SAFETY

Mr. Guzman reported. The Dean's Office, with support from Mr. Dilworth, continues to ensure student compliance with the school uniform policy during morning arrival. Ms. Robinson and Ms. Pratt also conducts random uniform checks throughout the day and confiscates coats and other non-uniform items as needed. The Dean's Office is actively developing and implementing interventions to support students in arriving on time. On January 5 and January 12, WCHS participated in virtual conferences with the 90th Precinct and other high schools in the area. The Dean's Office made several calls to parents, and over 45 students served detention for lateness to school and/or class, and uniforms in the month of January. During the month of January, there were three incidents that resulted in out-of-school suspensions. On January 22, Youth Coordination Officers (YCOs) visited the building to inform students about the NYPD's "Stay Safe Campaign," which aims to educate students on strategies to keep themselves safe while traveling from school to home.

9. RECRUITMENT AND ENROLLMENT

Ms. Gomez reported. Enrollment is 597 in PowerSchool, 599 in ATS, and the FTE is 589. The billing document was submitted. Ms. Gomez reviewed enrollment by grade level. Six families attended the January 10 Open House. The next one will be held on February 7. Five families have RSVP'ed so far. Upcoming events include the Family Magazine Charter Fair and a Hyde Leadership Middle School visit at the school.

Six bus shelter ads will run from February 6-March 15 strategically placed near Uncommon Bedstuy East, Philippa Schuyler, AF Bushwick Middle, MS 267, Bushwick Ascend Middle, and AF Apollo Middle. Ads are running in Daily News and El Diaro and the school is utilizing email blasts and social media retargeting. The school is hoping to engage Underdog Strategies, a student recruitment company that helps schools connect with families by combining digital outreach with on-the-ground community engagement. The Board discussed marketing metrics and adding QR codes. The Board also discussed student transfers and ideally increasing enrollment to 650.

10. HUMAN RESOURCES

Mr. Kloss summarized updates to the 2025-26 Personnel Handbook, which include: NYS HR policy updates and rights, clarifications to the school lateness policy, inclusion of language requiring a 90 day probationary period before receiving paid time off (except where required by law), clarification regarding children in the workplace, and language regarding the staff sign-in log book. The Handbook also requests that Department Leaders and Co-Teachers be notified of teacher absences and clarifies that unpaid time off can only be requested through ADP if all other Care Time has already been exhausted.

There were two new instructional hires and one separation in December. Three staff members are on a leave of absence. Mr. Kloss is currently recruiting for SPED positions. Contracts were issued for the Senior Sleepover, Winter Coaches, After School Clubs and Field Trips. He congratulated Mr. James on his promotion to Senior IT Coordinator and Mr. Dilworth in a new role in the Safety and the Dean's office. Mr. Kloss also completed a large employee demographics data spreadsheet project.

The Board confirmed that the Personnel Handbook has already been approved and staff should be notified of any minor changes. School procedures must be upheld and applied to everyone equitably. Mr. Rivera thanked both Mr. Kloss and Mr. Kronenberg. He also said he is discussing with the Finance Department critical roles that need to be filled in an affordable way and that a draft budget for 2026-27 fiscal year is in process. The Board then discussed irregularities reported with the Regents' Exams which will result in investigations and further training for proctors and students.

11. STAFF LIAISON TO BOARD

Mr. Kronenberg reported. He thanked leadership for early responsiveness regarding the remote PD Day (due to inclement weather). The added time knowing allowed staff to better prepare necessary arrangements. Mr. Kronenberg reported that seniors are taking Regents quite seriously. He suggested that it may be time to issue a mid-year climate survey. He's willing to help make one.

12. ACCOUNTABILITY AND DEVELOPMENT

Ms. Manion reiterated that the NYSED Check-In Visit is tentatively scheduled for the morning of Wednesday, March 25, 2026. The school should be hearing about the \$50,000 NY Giants grant application soon, it has not yet been reviewed. Funds would support our after school programs. Four film shoots in December and January raised a total of \$6,115. Total film funds raised in 2025-26 is now \$10,923. Total funds raised include \$11,323.

13. ADJOURNMENT

- Ms. Johnson made a motion to adjourn. Ms. Philson seconded. All were in favor.