



**MINUTES**  
**Board of Trustees Meeting**  
**April 29, 2014**

**The meeting was held at:** 198 Varet Street, Brooklyn, NY 11206

**PRESENT**

Lourdes Rivera-Putz, Chair  
Samuel Rivera, Vice Chair  
Iyndia Bey, Co-Treasurer  
Akil Bello, Co-Treasurer  
Robert Shea, Trustee  
Alma Iannotto, Parent Liaison  
Seth Failla, Faculty Representative

**GUESTS**

Paul Leleck, Building Hope  
Joe Cardarelli, Staff  
Patrick S. Kern, Staff  
Kathy Fernandez, Staff

Darnell Pierre, Staff  
Belle Madera, Staff  
Princess Barimah, Staff  
Ellen K. Eagan, School Attorney

**EXCUSED**

Marcenia Johnson, Trustee  
James Lema, Trustee  
Jose Gonzalez-Colon, Secretary

**The Meeting was called to order at 7:15pm**

**1. WELCOME**

Ms. Putz welcomed everyone to the Board Meeting.

**2. APPROVAL OF MARCH BOARD MINUTES**

Approval of March 18<sup>th</sup>, 2014 Board Meeting Minutes. Mr. Rivera approved, and Mr. Lema seconded. All were in favor.

**3. ACADEMIC REPORT**

Ms. Gaffney reported on several topics. Students will be given the opportunity to apply for funding for a trip to Costa Rica with a local philanthropic, nonprofit organization, Costa Rican Explorers. The School was chosen to participate after an application and interview process. A meeting was held with parents and students to discuss the trip; students will apply and the organization will review their applications and pick twenty students to attend. The School Attorney will review legal responsibility.

Ms. Gaffney reported that the New York City Department of Education held its public hearing as part of WCHS's application for charter renewal on Monday, April 7<sup>th</sup>. It was a successful turnout by parents, teachers, students, and Board Members.

WCHS hosted Chris Facey for a Professional Development regarding "Culturally Relevant Teaching." The PD focused on recognizing the cultural and economic circumstances of inner city public school students. The teaching and administrative staff responded favorably, and were engaged throughout the training.

Ms. Gaffney reported on the current DOE survey results: 52% parents, 97% teachers, 91% students.

Recent college acceptances include RIT, Cornell, Fordham, ESF, Stonybrook.

With the upcoming Regents, Ms. Gaffney reported that the School will hold "Cramapalooza" for student interested in putting in extra study time and review hours over the weekend prior to the Regents exams. Several teachers have signed on to help organize the event and lead review sessions.

**4. FINANCE UPDATE**

Ms. Fernandez introduced a new finance associate, Ms. Belle Madera.

WCHS's 990 is complete and is being circulated to the Board on April 30; it needs to be returned before May 15. Title I and Title II are reconciled. \$174,000 needs to be spent between now and end of August. The audit season is underway. Ms. Fernandez projected that the audit will be completed by first week of September. Ms. Fernandez reported an increase of per pupil for 2015-2016 school year.

Ms. Bey raised an issues regarding revision in nonprofit law and delegates to school attorney to review and report to Board.

#### **5. HUMAN RESOURCES UPDATE**

Ms. Barimah recommended to the Board that the School switch payroll providers from Paychex to ADP. Multiple benefits were discussed including (1) using electronic as opposed to paper process and (2) integration of medical benefits and payroll and (3) teachers can monitor their own time.

Ms. Barimah noted that Paychex to ADP transition will cost an additional \$8,000-\$12,000 annually from what the School is paying now (for payroll processing). Hardware comes as part of the package. ADP has met with Ms. Barimah to discuss the possible transition and scope of service. PayChex came in last year. Mr. Rivera requested to know if Paycheck's has responded with a counter-offer given the possibility of a transition. Ms. Barimah mentioned that Paychecks does not have HR element (integration element of benefits that feed into our system). Ms. Barimah replied to Mr. Rivera saying that she will obtain comparison information and bring to Board for review.

#### **6. CHARTER RENEWAL STATUS**

Ms. Eagen discussed the timing of the renewal vote of the New York State Board of Regents. Ms. Eagen mentioned the status of accountability department in light of impending departure of Mr. Cardarelli; Board thanked Mr. Cardarelli for his service.

Ms. Eagen discussed the use of an RFP process for bidding projects in the future and reviewed RFP process relating to the internal safety audit; circulates draft for Board review.

Ms. Eagen reported that Regent Kathleen Cashin has accepted the School's invitation to visit WCHS; the visit will be held on May 14, 2014, and she will obtain information from the DOE's counsel, Mr. Bill Clarke, on agenda for visit. Several Board Members committed to be present for visit.

#### **7. FUNDRAISING & COMMUNITY OUTREACH UPDATE**

Mr. Kern discussed status of Walentas Foundation grant for 2014-2015 school year; he will create a forum to gather input from teacher community regarding needs. Mr. Kern reported on success of the 2014 Lottery at WCHS. 200 students were admitted into the incoming ninth grade class and approximately 200 more were added to a the waitlists in grades nine, ten, and eleven.

Mr. Kern discussed the visit by an author and Holocaust survivor, Marion Blumenthal Lazon. The visit created an opportunity for the School to reach out to a local business owner Mr. Martin Greenfield who operates a high-end tailoring business across the street from WCHS. The event was well attended by students and staff an created a valuable experience for students to hear a firsthand account of the Holocaust.

#### **8. NEXT BOARD MEETING**

May 20<sup>th</sup>, 2014

#### **9. EXECUTIVE SESSION**

Exit Public Meeting for Executive Session for purposes of discussion regarding personnel issues and litigation issues. Adjourn Executive Session; Reopen Public Meeting

#### **10. ADJOURNMENT**