



MINUTES
Board of Trustees Meeting
September 23, 2014

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

PRESENT

Lourdes Putz, Chair
Samuel Rivera, Vice Chair
Marcenia Johnson, Trustee
Robert Shea, Trustee
Akil Bello, Co-Treasurer
Seth Failla, Teacher Liaison

GUESTS

Kathleen Gaffney, Principal
Mary Kenny, Minutes Transcriber
Ellen Eagen, School Attorney
Kathy Fernandez, Staff
Charles Hobson, Trustee
Jesse Hernandez, Staff
Roberta Cummings-Smith, Staff
Raymond James, Staff

Matthew Hernandez, Staff
Christopher Mejia, Student
Princess Barimah, Staff
Belnardina Madera, Staff
Gabriel Perez, Staff
Kentia Murrán, Staff
Amanda Haught, Staff

EXCUSED

James Lema, Trustee

The meeting was called to order at 7:00 p.m.

1. WELCOME

Ms. Putz opened the meeting and welcomed everyone.

2. APPROVAL OF JULY 15, 2014 AND AUGUST 19, 2014 BOARD MINUTES

Amendment to July Minutes:

- Page 2, paragraph 4, second sentence, add: (copier company).
- Mr. Rivera made a motion to approve the July 15, 2014 Minutes as amended. Mr. Shea seconded. All were in favor.

Amendment to August Minutes:

- Page 3, paragraph 11, strike adjournment time.
- Mr. Rivera made a motion to approve the August 19, 2014 Minutes as amended. Ms. Johnson seconded. Mr. Bello and Ms. Putz Abstained. The rest of the Board was in favor.

3. ACADEMIC REPORT

Ms. Gaffney introduced students and members of the faculty, who showed a PowerPoint presentation covering their school trip to Costa Rica. Highlights of the trip, which was funded by a grant from Learning Afar, included students repairing a damaged house, visiting an orphanage and zip lining in the rainforest.

Ms. Gaffney then introduced Ms. Murrán, AP of Instruction, and Ms. Smith, AP of Discipline. She said that the addition of this new team has enhanced the school. Mr. Brusca has been looking at passing rates for all subjects. This year the school is seeking an overall 80% passing rate, but certain subjects have always lagged behind that number. Only fifteen students in the freshman class came in on grade level. Attendance is also a challenge, and Ms. Gaffney working on solutions to address this issue.

A luncheon has been planned with the New York Police Department and the New York City Department of Transportation to help build relationships in the community. Also, a Thanksgiving luncheon has been planned to thank the organizations that have contributed to the school, such as Learning Afar, which gave a

\$35,000 grant towards the Costa Rica trip.

4. FINANCE UPDATE/AUDIT UPDATE

Ms. Fernandez reported that the school's new copiers have been installed. She also indicated that the financial audit is still ongoing, and the school has submitted all of the documents requested to date to the auditors. Also, the 403B audit is occurring presently. Currently, the budget is on target with \$2.2 million in expenses.

5. FACILITY

Mr. James reported that several air conditioners have broken down and are being repaired. He also informed the Board that we have been issued fines from the Fire Department, which seems to continually change the fire codes. Mr. James then reported that the generator on the roof is an issue, as we don't have a permit for the diesel fuel.

Worn carpets will be replaced with tiles from a company that won the bidding process. Ms. Eagen added to the report by Mr. James and indicated that the tiles will be provided by the company Kleanix, for \$32,000, which was within the budget. Some tiles were left in the building from the last job, and those will be used to do the floor in the aerobics room. Ms. Eagan suggested that the Board vote their approval on this. Mr. Rivera made a motion to approve expenditure for \$32,000 for floor tiles to replace the worn carpets in 14 rooms. Mr. Shea seconded. All were in favor.

With regard to the ongoing project of installing walls in certain classrooms, Ms. Eagen clarified about extra costs associated with the project, such as checking for asbestos and sloping floors in some rooms. The Board gave Mr. James permission to continue with the repairs on the walls as needed.

Ms. Eagen also spoke about the generator, which will cost \$15,000. She indicated that she will be inquiring with the landlord of the building as to what share, if any, will be contributed to the cost of the generator.

6. HUMAN RESOURCES

Ms. Barimah spoke about a prospective internship program for alumni who would be nominated by teachers. Mr. Bello offered support for any program by offering to make connections outside of the school that can be helpful in modeling any WCHS program after other similar intern programs.

Ms. Barimah reported that although 1/3 of the prior year's teachers had departed, WCHS has filled all but 4 open positions. Mr. Failla asked for help from the Board in recruiting new teachers and would like to advertise on major sites. He also addressed the Board with regard to retention of current teachers.

Ms. Eagen discussed a problem regarding teachers who receive funding for AP training and then leave their positions. She suggested creating a policy and agreement in the future so that this doesn't occur again. She also discussed the problem of teachers who stay for summer pay and then leave before school starts.

Mr. Perez addressed the Board about public relations strategies and marketing for the school.

7. ACCOUNTABILITY

Mr. Rivera read Mr. Kern's report, as Mr. Kern was excused. The report indicated that the Title III application will be submitted by the end of next week. WCHS will also be collaborating with J. DiMartini and S. Kang for services for English Language Learner students.

8. COMMUNITY OUTREACH UPDATE/FUNDRAISING

Mr. Rivera read Mr. Kern's report, as Mr. Kern was excused. WCHS will be working with St. Nicks to

coordinate their monthly meetings at WCHS. Also, WCHS will host the traveling space exhibit for Earth Science students.

Mr. Perez spoke about upcoming events to celebrate Hispanic Heritage in October. There will be food, performances, music, dancing and workshops.

9. BOARD DEVELOPMENT

The Board voted on submitting Charles Hobson's package to be a member of the Board. Mr. Rivera made a motion. Ms. Johnson seconded. All were in favor.

10. NEXT BOARD MEETING

October 21, 2014

11. EXECUTIVE SESSION

The Board went into Executive Session to discuss potential litigation.

12. ADJOURNMENT

Board reentered into public meeting and noted for the record that during Executive Session Mr. Seth Failla had resigned due to personal reasons. The Board accepted his resignation, expressed their appreciation for his service and proposed that Faculty hold nominations/voting for new faculty and staff representation to the Board. Ms. Eagen indicated that she would communicate with Mr. Kern to make arrangements.

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