



MINUTES
Board of Trustees Meeting
May 19, 2015

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

PRESENT

Lourdes Rivera-Putz, Chair
Samuel Rivera, Vice Chair
Gabriel Perez, Teacher Liaison
Robert Shea, Trustee
Joseph Cardarelli, Trustee

GUESTS

Kathleen Gaffney, Principal
Mary Kenny, Minutes Transcriber
Ellen Eagen, School Attorney
Kathy Fernandez, Staff
Raymond James, Staff
Stephen Dukofsky, Latin Department
Bryan Whitchurch, Ascanius Institute

Darnell Pierre, Staff
Patrick Kern, Staff
Princess Barimah, Staff
Kentia Coreus, Staff
Anna Frangos, VICE
Jeff Sammon, VICE
Belnardina Madera, Staff

EXCUSED

Charles Hobson, Trustee
Marcenia Johnson, Trustee
Akil Bello, Treasurer
James Lema, Trustee

The meeting was called to order at 7:10pm.

1. WELCOME

Ms. Putz opened the meeting and welcomed everyone.

2. APPROVAL OF APRIL 2015 BOARD MEETING MINUTES

This item was tabled for a later time when all Board Members were present.

3. FINANCE

- Kathy Fernandez reported on April financials and said the numbers are right on point based on budget versus actuals.
- She has begun working on next year's budget and will base the per pupil number on a 952 enrollment.
- The audit is scheduled to start in June. The auditors will visit May 27 to do a head count of students.

4. ACADEMIC REPORT

Kathleen Gaffney reported on:

- School culture: safety, transitions and uniforms: this is an ongoing daily effort.
- Ninth period scheduling committee: Three teachers are working on this and will address the Board.
- Parent/Teacher Conferences are coming up and the school is prepared.
- Senior/Graduation Activities: The Board received a list of upcoming activities which includes a Broadway show, senior prom, awards ceremony and graduation.
- End of Year Teacher Evaluations.
- Registration: Darnell Pierre is collaborating with the Operations team to register incoming 9th graders.
- Ms. Gaffney discussed the possibility of changing 9th and 10th graders' 9th period club. Students would be dismissed from school at 3:36pm starting May 21 to provide extra help after-school. The Board discussed safety concerns and didn't feel this was a viable option.
- Core Passing Rates: Math and Science continue to be a concern and the school is offering as much help as possible in terms of professional development for teachers and extra help for students.

5. VICE MEDIA PROJECT

Vice presented to the Board their idea for a television pilot involving WCHS freshmen or sophomores. They would be filmed in the class watching two documentaries about a local waste management plant and the U.S. presence in Afghanistan, followed by a Q and A session with Mr. Jackson Fager, a producer and photographer. Ms. Eagen discussed her concerns with the Board regarding showing our students in a negative light or with a particular political slant. The Board decided that Ms. Eagen and Mr. Kern would talk further with the producers about the school having creative controls over the final product.

6. SUMMER 2016 LATIN PROGRAM

Bryan Whitchurch from the Ascanius Institute presented to the Board. He would like to hold a two-week summer Latin program with WCHS students mentoring elementary students. This could bring the community in to view the building and our students would receive a stipend. Funding: WCHS would need look into grants and fundraisers to reduce the cost of admission. Insurance: Ms. Eagen will look into our coverage of outside vendors. The program would use no more than seven rooms, Monday through Friday, for two weeks in the summer of 2016. Ms. Rivera-Putz thanked Mr. Whitchurch and said that the school would communicate internally and get back to him.

7. HUMAN RESOURCES

Ms. Putz asked for the Board to approve the Staff Calendar and to amend the Administration Calendar. (Good Friday will be a school closure day instead of a Wednesday schedule.) She said the Staff Calendar mimics the Administration Calendar except for the break in August. Staff will get paid overtime if they come in for Regents. Mr. Rivera made a motion to approve the Staff Calendar and to approve the amended Instructional Calendar with the Good Friday change. Mr. Shea seconded. All were in favor.

8. FACILITIES/IT UPDATE/SECURITY UPDATE

- Mr. James reported to the Board on Facilities and asked for approval to replace the carpets in eight additional classes this summer and Ms. Fernandez said that it is budgeted. The Board approved.
- Security: Mr. James would like to bring in one more WCHS officer to balance the agents that are outsourced and he already has someone in mind for the position.

9. COMMUNITY OUTREACH/FUNDRAISING

Mr. Kern reported to the Board. In response to an RFP from the Walentas Family Foundation the School will be submitting a proposal for a parent resource library. In addition to books, the grant would support the purchase of cataloguing software, Kindles, and a series of lectures given covering a range of topics such as the role of parents in the college admissions process, financial aid, the adolescent brain, and more. The deadline for the grant is the end of the month, and award announcements will be made in July.

10. BOARD DEVELOPMENT

The Board officially welcomed Joe Cardarelli to his first meeting as an official trustee. Mr. Hobson is still in talks with colleagues who are interested in joining.

11. REGISTRATION

Ms. Darnell Pierre reported on the registration process and said it is going well: 141 students who were accepted in the Lottery have claimed their seats through two rounds of registration. The Shadow Program is in full swing—bringing accepting students into the school to observe their new educational environment. Ms. Pierre also brought up two areas of concern with this year's registration of incoming students: Siblings and employee's children. She asked the Board what the policy is and who should get preferential seating. The Board discussed deadlines, wait list, the lottery process, etc. Ms. Eagen will look into the legal questions and inform the Board by email.

12. NEXT BOARD MEETING

June 25, 2015 at 4:00pm after the Board Retreat.

13. EXECUTIVE SESSION

The Board broke out into Executive Session

14. ADJOURNMENT

Mr. Rivera made a motion to adjourn. Mr. Shea seconded. All were in favor.