



**MINUTES**  
**Board of Trustees Meeting**  
**August 30, 2016**

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

**PRESENT**

Lourdes Putz, Chair  
Marcenia Johnson, Trustee  
David Fier, Staff Rep  
Charles Hobson, Trustee  
Samuel Rivera, Vice Chair

**GUESTS**

Tanishia Williams, Principal  
Ellen Eagen, School Attorney  
Mary Kenny, Minutes Transcriber  
Kathy Fernandez, Staff  
Patrick Kern, Staff  
Kate Manion, Staff  
Donny Brusca, Staff  
Nector Santiago, Staff  
Seth Failla, Staff  
Charles Mulham, Project Renewal

Stephan Dukofsky, Staff  
Kentia Coreus, Staff  
Roberta Smith, Staff  
Darnell Pierre, Staff  
Princess Barimah, Staff  
Raymond James, Staff  
Yahaira Alcantara, Staff  
Valerie Jacobson, Staff  
Various Faculty, Staff and Guests  
Shannon Potts, Project Renewal

**EXCUSED**

Joseph Cardarelli, Trustee; John Witherspoon, Trustee

The meeting was called to order at 4:05pm.

**1. WELCOME TO BOARD MEETING**

Ms. Putz welcomed everyone to the new school year.

**2. INTRODUCTION OF WCHS 2016-2017 FACULTY AND STAFF**

Ms. Putz invited School staff to introduce themselves and mention how long they've worked at WCHS.

**3. PURPOSE OF THE BOARD AND HOW TO INTERACT WITH THE BOARD**

Ms. Eagen discussed the governance framework of the school with the board as fiduciaries of the tax payer dollars and overseeing the school operations. Ms. Eagen notes that the unique characteristic of the community charter school is that it is responsive to the need of its community. WCHS can be responsive to its community but that means the community needs to provide input. She encouraged teachers to attend board meetings and to participate. She introduced Mr. Fier who discussed his role on the Board. The election of the teacher representative will be scheduled for later in the fall.

**4. FIRST DAY IN REVIEW**

**STUDENT VIDEO**

Ms. Manion played a video of the students' first day back, which was created by Mr. Medina and Mr. James.

**5. THE SUMMER IN REVIEW (POWERPOINT PRESENTATION)**

**PRINCIPAL'S OFFICIAL WELCOME**

Ms. Williams thanked everyone for their support during a successful first week of school.

**TECHNOLOGY INTEGRATION**

Mr. Medina reported that infrastructure work was completed over the summer and that students now have access to their email accounts and GoogleDocs. This will allow them to submit work online. Student IDs have been distributed and lunch scanning is now automated.

#### EXCEPTIONAL PRACTICE: THE BURNING FLAME AWARD

Ms. Williams announced a new award, “The Burning Flame”, which will be given monthly or bimonthly to staff members who go above and beyond to show their love for the school and students. The September recipient was Art Department Leader Seth Failla for his work with the CITYarts, Inc. mural project, which brought students, families, and members of the community together.

#### CURRICULUM PROJECT

Ms. Coreus updated the Board on curriculum revision and development. The focus for the year is “Increasing Student Achievement by Enhancing Student Ownership”. She also said that the School is switching to the Kim Marshall Rubric for teacher evaluations.

#### STUDENT SUPPORT SERVICES

Ms. Smith said that 19 evaluations have been completed. Her office also worked with Guidance to ensure that “off track” students were scheduled for Summer School and Regents. Ms. Smith also worked with Ms. Manion on the VADIR to ensure all data was correct. She worked to schedule an on-site crisis intervention PD. Ms. Smith also added that she reviewed all policies and handbook and assisted with recruitment.

#### SUMMER SCHOOL UPDATE

Mr. Dukofsky reported that teachers’ focus this summer was on instruction and all other responsibilities were handled by his office. 254 credits were awarded in total. Six students have been confirmed as graduates and three more are pending.

#### SUMMER REGENTS OUTCOMES

Mr. Brusca said he worked on scheduling students for summer school and incoming freshmen. He finalized the school messenger system and held a PD for all staff on charter goals. He also worked on ATS data entry for attendance.

Mr. Brusca reviewed Regents results for June and said we made significant improvements in math and graduation rates are 20% higher than they were in 2011. Ms. Eagen said that we need to address credit and grading policies and their alignment with the charter and our diploma offerings

#### ENROLLMENT

Ms. Pierre registered students on July 26th through 27<sup>th</sup>. The School now has 214 freshmen, which is close to the goal of 220. She anticipates some will leave when the DOE opens. She is still researching programs to help with enrollment. Ms. Eagen asked about the number of students currently enrolled in 11<sup>th</sup> grade. Mr. Brusca explained that the number reflects only the students who earned enough credits to be included in that grade, not the actual cohort.

#### PARENT AND ALUMNI ASSOCIATIONS

Ms. Alcartara explained that most parents would like to receive information about the Common Core. Parent meetings occur both at 9am and 6pm.

Mr. Santiago reported that he has been collecting data on former students via a survey which asks them to state where they are now, where they went after graduation, and which alumni meetings and events they would like to attend. He is also in the process of organizing two Hispanic Heritage workshops.

#### **ACCOUNTABILITY**

Ms. Manion reported that throughout the summer she submitted the NYSED VADIR, the NYSED Annual Report, and factual edits to the DOE's Annual Comprehensive Review. Some factual edits were accepted, but some could not be changed, such as the DOE's observations. Ms. Eagen noted that while the DOE only visited six classrooms, they noted a lack of student engagement and we need to make engagement an initiative this year.

#### **OPERATIONS**

Ms. Jacobson said she reviewed registration, enrollment, and worked throughout summer school.

### **6. DEVELOPMENT AND COMMUNITY OUTREACH**

#### **HOMELESS SHELTER**

Ms. Putz asked to move this agenda item up to allow our guests to speak. Mr. Kern explained that there are plans for a new homeless shelter to open this week at 249 Varet Street. He has been in touch with Councilman Antonio Reynoso's office who has assured us that we can have weekly meetings to address our concerns. He then introduced Charles Mulham, Director of Security for Project Renewal. He reviewed new shelter details. There will be 110-140 males, ages 55 and up. Security will be positioned on the first floor. There will be a 10pm curfew, but clients can leave during the day for personal business. The 90<sup>th</sup> Precinct has been alerted. There will be nine QPS security guards on premises at all times. The Program Director said that they will have a full on-site social services team as well. She assured everyone that due to the proximity to the school, no sex offenders will be allowed. Ms. Williams will be sending notice to parents.

Mr. Kern also spoke about the Walentas Grant, assets from Believe South Side High School, and preliminary work on the 2016-17 Title I and Title II grant application. He is creating a proposal on possible ways for the School to move forward following his departure at the end of October. Ms. Fernandez reminded the Board that per-pupil money was already budgeted.

### **7. APPROVAL OF JULY BOARD MINUTES**

Mr. Rivera made a motion to accept the July 19, 2016 Board Minutes. Mr. Hobson seconded. All were in favor.

### **8. FACILITIES**

Mr. James reported that there were no incidents during summer school. Safety officers received training in crisis intervention, fire warden duties, and child removal from classrooms. Carpets have been replaced and the lower exterior of the building has been painted and power washed. The Board discussed the costs of rearranging offices in the building.

### **9. FINANCE**

Ms. Fernandez reported that the SUNY Grant deadline was met. She has been working on the financial audit, 403b plan, and the general audit, which is scheduled to begin on September 6, 2016. Ms. Fernandez is in the process of collecting documentation needed for that. She is also currently working on Title I and Title II.

### **10. HR UPDATE**

Ms. Barimah reported that the School has eight vacant teacher positions and that she is actively seeking to fill them. She noted that it is an improvement from last year.

Ms. Barimah presented figures for a 403b matching proposal. She recommended matching at 4%. The Board decided to discuss the matter further at the September meeting.

**11. NEXT BOARD MEETING**

The next meeting will be September 20, 2016 at 6:00PM.

**12. ADJOURNMENT**

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