



MINUTES
Board of Trustees Meeting
September 20, 2016

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

PRESENT

Lourdes Putz, Chair
John Witherspoon, Trustee
Evans Barreau, Parent Rep
Charles Hobson, Trustee
Samuel Rivera, Vice Chair
Kayson Quezada, Stud. Rep

GUESTS

Tanishia Williams, Principal
Ellen Eagen, School Attorney
Mary Kenny, Minutes Transcriber
Kathy Fernandez, Staff
Patrick Kern, Staff
Kate Manion, Staff
Donny Brusca, Staff
Wood Charles, NYPD

David Medina, Staff
Kentia Coreus, Staff
Roberta Smith, Staff
Darnell Pierre, Staff
Princess Barimah, Staff
Raymond James, Staff
Valerie Jacobson, Staff
P. Brennan, NYPD

EXCUSED

Marcenia Johnson, Trustee; Joseph Cardarelli, Trustee; David Fier, Staff Rep

The meeting was called to order at 6:25pm.

1. WELCOME TO BOARD MEETING

Ms. Putz welcomed everyone.

2. STUDENT REPORT

Ms. Williams introduced Kayson Quezada, who has volunteered to be the student representative this year. He provided an update about sports, clubs, events, committees and the co-teacher program at the School.

3. DEVELOPMENT AND COMMUNITY OUTREACH

Mr. Kern has been in communication with a local artist who is enthusiastic about getting involved with WCHS. He provided a College Flyer Program update and said that 18 students are currently enrolled in ScriptED. Last year two students earned paid internships from the program. Mr. Kern is reworking the community outreach description prior to his exit. He is also compiling local business contacts to eventually utilize for the student experience portion of the CDOS diploma. Mr. Kern has been researching companies and consultants who could work with the Board for future fundraising.

4. FACILITIES

Mr. James reported that a number of desks have been replaced. The elevators have been repaired and are now operational. The FDNY did not issue any new violations.

Mr. James introduced Mr. Charles and Mr. Brennan from the Special Patrolman’s Program who detailed what it would take for WCHS personnel to achieve peace officer status. The program would consist of training on the use of handcuffs, pepper spray and the baton as, as well as discretionary policies, ethical awareness, penal law, use of force and accusatory evidence. The fee would be \$1,000 per officer for a minimum of 99 hours. The average fail or dropout rate is 10%. Those who pass would have jurisdiction in all five boroughs to make an off-duty arrest.

The Board discussed several concerns with surrounding aspects the proposal, such as, fingerprinting, psych evaluations, liability insurance, fees, the new homeless shelter in the area, and the needs of special education students. Ms. Putz said that Ms. Johnson would like to meet with Mr. James and school leadership to discuss further.

5. PRINCIPAL'S REPORT

THE BURNING FLAME AWARD

Ms. Williams gave the September Burning Flame award to Director of Information Technology, David Medina for going above and beyond to meet everyone's needs.

Ms. Williams is in the process of developing a both a Comprehensive School Plan and a new evaluations system to ensure that all teachers and staff have a clear picture of how their jobs interface with the School's goals. She is also implementing an instructional coaching cycle, which would create a platform for teachers to maximize their capabilities and performances.

Ms. Williams also provided updates on the potential development of the CDOS Credential, CTE Program, Student Driven Course Catalog and Arts & Technology Integration. The Board discussed whether we can implement CDOS without changing the charter.

- PROPOSAL – Dignity Act Coordinator: Ms. Williams nominated Roberta Smith to be the WCHS Dignity Act Coordinator (DAC). The Board discussed class fees. Mr. Rivera made a motion to have Ms. Smith as the Dignity Act Coordinator (DAC). Mr. Hobson seconded. All were in favor.
- PROPOSAL - AP of Instruction Maternity Leave Replacement: Kentia Coreus will be out on maternity leave and Ms. Williams requested a temporary replacement for three months. The Board discussed fees and Ms. Fernandez said the position could be financed through funds set aside for substitute teachers. Mr. Rivera made a motion to approve the AP replacement proposal. Mr. Witherspoon seconded. All were in favor.
- PROPOSAL – In School Detention Coordinator: Ms. Williams asked for a full-time In School Suspension Coordinator. Currently students attend an alternative center with a tutor for two hours. Ms. Williams proposed combining the position with the Freshman Grade Leader position. Ms. Eagen said this two-part role could be confusing for students. The Board discussed fees, need, and what infractions would constitute being with the Coordinator. Ms. Williams asked for permission to post the position. Ms. Eagen added that the Community Covenant and organizational chart will need to be reviewed. Ms. Putz asked her to track the data. Mr. Rivera made a motion to have an In School Detention Coordinator for the 2016-2017 school year at a cost of \$35,000 - \$65,000. Mr. Witherspoon seconded. All were in favor.

OPERATIONS

Ms. Jacobson reported that the following have been processed and distributed:

- Metrocards
- Student ID cards
- Student schedule stickers
- Keys
- Supplies for teachers

The Operations team also successfully conducted a number of fire drills and six vacancies were covered.

ASSISTANT PRINCIPAL OF INSTRUCTION

Ms. Coreus reported that as of September 20th, 92 classroom observations were conducted by the Principal, Assistant Principal of Instruction, Assistant Principal of Student Support, and the Department Leaders. Feedback was given in regards to expectations of culturally responsive practices, preventive classroom management and relationship building between students.

STUDENT SUPPORT SERVICES

Ms. Smith stated that there is currently an average of 91% uniform compliance. Parent surveys show that the uniform change was generally received favorably. She has been conducting daily classroom culture walkthroughs as a preventative measure to decrease student misbehaviors. Parent orientation meetings have been held. Ms. Smith also reported that she and Mr. Morris, a staff social worker, have attended DASA training.

Mr. Brusca reviewed 8th Grade tests scores and noted that math is an issue. To compensate, we have given students a double period math class. The 2016 graduation rate is 84.4%, the highest WCHS has ever had.

ACCOUNTABILITY

Ms. Manion reported that she is in the process of collecting documents for the DOE submission at the end of the month. She is also researching potential goal changes, which will be discussed further at the October meeting. Ms. Manion also mentioned that she worked with Ms. Williams and Ms. Sung-Kim to develop a Regents Appeal Protocol.

6. ENROLLMENT

Ms. Pierre said that enrollment has dropped to 937. The Board discussed the waitlist, the number of 9th graders who should be 10th graders, and how many students would move up after passing one class. Ms. Williams said that we need to refocus our thoughts and perhaps merge classes to allow for more 9th graders to increase enrollment.

7. HUMAN RESOURCES

Ms. Barimah reported that there are still 11 teacher vacancies and she is aggressively seeking qualified candidates. The School currently has 13 uncertified teachers.

- **PROPOSAL:** The Board reviewed the Annual 403b Matching Proposal. Ms. Barimah recommended 4% matching. Ms. Fernandez said that amount is budgeted. Ms. Putz asked about employee tiers, but Ms. Barimah commented it is not an option. Mr. Witherspoon made a motion to approve the Annual 403(B) Matching of 4% Employee Contribution Plan. Mr. Rivera seconded. All were in favor.

8. APPROVAL OF AUGUST 30TH BOARD MINUTES

Mr. Rivera made a motion to accept the August 30, 2016 Board Minutes. Mr. Hobson seconded. Mr. Witherspoon abstained. All were in favor.

9. NEXT BOARD MEETING

October 18, 2016 at 6:00PM.

10. ADJOURNMENT

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