



MINUTES
Board of Trustees Meeting
March 20, 2018

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

PRESENT

Lourdes Putz, Chair
Samuel Rivera, Vice Chair
John Witherspoon, Trustee
Manuel Morales, Trustee
Evans Barreau, Parent Rep.
Karl Richards, Staff Rep.

GUESTS

Tanishia Williams, Principal
Mary Kenny, Minutes Transcriber
Lester Samson, Staff
Kelly Thomas, Staff
Bryn WorriLOW, Staff
Luke Hagen, Staff
Matthew Carezza, Staff
Kristen Assenzio, Staff
Kathy Fernandez, Staff
James Stovall, Little Bird

Ellen Eagen, Attorney
Kate Manion, Staff
Raymond James, Staff
Shante Martin, Staff
Barbara Swietkowski, Staff
Joseph DeMarco, Staff
Ryan Fuller, Staff
John Ballantyne, Staff
Valerie Jacobson, Staff

EXCUSED

Charles Hobson, Trustee

1. WELCOME

The meeting was called to order at 6:05pm.

a. Sports Presentation

Ms. WorriLOW introduced the idea of purchasing new sports uniforms to alleviate costs for students. The new uniforms could be rented out from students each year. The Board will discuss further with more information.

2. APPROVAL OF BOARD MINUTES

Mr. Rivera made a change to the 2nd Page, #5, last sentence to read “Ms. Eagen said she and Ms. Putz sat in on an enrollment meeting and feels that we are in a good place.”

- Mr. Rivera made a motion to accept the February 28, 2018 Minutes. Mr. Morales seconded. All were in favor.

3. BURNING FLAME AWARD

This month the Burning Flame Award was awarded to Mr. Joe DeMarco, Chemistry teacher. Mr. DeMarco was commended for having students engaged eight minutes into first period. Mr. DeMarco is also a dedicated track coach.

4. ACADEMIC REPORT

a. 12th Grade Update – Shante Martin

Ms. Martin reported that exceptional 12th Grade students were honored at Achievement Night. The School also recently hosted Senior Spirit Week, which allowed for students to build memories and bond.

b. 11th Grade Update – Kevin Morris

Mr. Morris stated that students were supposed to take the SATs March 21 but due to the impending snowstorm the test was pushed back until April. Students will also be completing the ACT in April.

c. 9th and 10th Grade Update – John Ballantyne

Mr. Ballantyne stated that students are preparing for PSATs and are selecting classes for 2018-2019. The underclassmen also had an Achievement Night to celebrate exemplary students.

5. RECRUITMENT AND ENROLLMENT

a. Student Recruitment and Enrollment

Ms. Martin reported that she is attending recruitment fairs and offering tours to middle schools. During the month of March, the School had two discharges and nine admissions.

The Admissions Lottery will take place on April 10. Mr. Medina and Ms. Williams will review technology prior to the Lottery to ensure a seamless process. Ms. Williams said she has a great team ready for the event.

b. Teacher Recruitment

Mr. Samson reported the School has been screening teaching applicants and viewing lesson demos. Mr. Rivera and Ms. Putz met three potential candidates.

The Board viewed a mock-up of the new website. Ms. Williams is excited to showcase more of the student experience at the School. She will send the link to the Board and welcomes feedback.

The Board viewed the new WCHS Course Catalog, prepared by Mr. Morris. The Catalog will allow students to easily view course options by grade. Mr. Morris stated that it was a long process that involved a lot of feedback from teachers. Mr. Hagen explained WCHS was offering four classes credited through Syracuse University in which students can receive six – eight college credits.

c. Staff Representative Update – Karl Richards

The Board decided to move this report to April.

6. HUMAN RESOURCES

Mr. Stovall introduced Antonia Christian from Little Bird who reviewed updates to the New York State Paid Family Leave. She stated that Little Bird can assist the School with updating the Personnel Handbook. Three staff members have announced their pregnancy and ten others have requested leave for other family issues. Mr. Rivera stated that administration must be kept to date and that staff should be required to give 30 days notice, except for when unable.

7. FINANCE

Ms. Fernandez reported. The School collected \$138,000 from IDEA (Individuals with Disabilities Education Act). There has not been a change in Per Pupil Funding. The Board discussed State Stimulus Funds for Capital Improvement. The School cannot currently apply for this. The Board tabled pay scale discussions.

The Total Revenue for 8 months is \$10,347,353.

The Total Expenses for 12 months is \$10,099,800.

The Excess of Revenue over Expenses is \$247,552.

The Board discussed raising bonds to purchase the building. Mr. Rivera stated that the Board was considering making an offer to the School's landlord, Mr. Grossman, for \$50 million. This is slightly higher than the School's independent appraisal. Mr. Rivera asked the School Counsel to draft a letter. Mr. Morales proposed offering a higher amount. Mr. Rivera agreed but did not want to go higher than \$55 million. The Board and Ms. Eagen engaged in an active discussion.

- Mr. Witherspoon made a motion to offer \$52 million dollars to purchase the building. Mr. Morales seconded. All were in favor.

8. FACILITIES AND SAFETY

Mr. James reported.

a. Facilities

The School was awarded \$19,000 from EnerNoc Energy and received a donation of furniture from Champion System. There were no violations issued.

b. Safety

There was one student altercation off property. Three Safety vacancies are being filled by Andy Frein.

ACCOUNTABILITY

Ms. Manion reported that NYC DOE surveys are due March 23. Currently 86% of students and teachers have completed the survey, respectively. She estimated that 130 parent surveys had been submitted. The Board discussed incentives to entice parents to complete the surveys. Ms. Manion also reported that she submitted the Corporal Punishment report to NYSED. 0 incidents were reported.

9. ADJOURNMENT

- Mr. Witherspoon made a Motion to Adjourn. Mr. Rivera seconded. All were in Favor.

10. EXECUTIVE SESSION