



MINUTES
Board of Trustees Annual Meeting
June 19, 2018

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

PRESENT

Lourdes Putz, Chair
Manny Morales, Trustee
John Witherspoon, Trustee
Karl Richards, Staff Rep.
Christopher Francis, Stud. Rep.
Samuel Rivera, Vice Chair
Evans Barreau, Parent Rep.

GUESTS

Tanishia Williams, Principal
Mary Kenny, Minutes Transcriber
David Medina, Staff
Kristen Assenzio, Staff
Angela Rogan, Staff
Lester Samson, Staff
Raymond James, Staff
Kathy Fernandez, Staff
Frank Zambrano, Staff
Val Jacobson, Staff
Kevin Morris, Jr., Staff
Yahaira Alcantara, Staff
Kelly Thomas, Staff

Ellen Eagen, Att.
Kate Manion, Staff
Matthew Carezza, Staff
Joseph DeMarco, Staff
Melissa Wade, Staff
Bryn WorriLOW, Staff
Tamisha Johnson, Staff
Leonard Myers, Staff
Graham Earle, Staff
John Ballantyne, Staff
Laura Rackmill, Staff

EXCUSED

Charles Hobson, Trustee

1. WELCOME

The meeting was called to order at 6:08pm. Ms. Putz said that Mr. Rivera would be timing agenda items to ensure all topics are covered.

2. APPROVAL OF MAY 15, 2018 BOARD MINUTES

The Board reviewed the Minutes.

- Mr. Witherspoon made a Motion to approve the May 15, 2018 Board Minutes. Mr. Morales seconded. Mr. Rivera Abstained. All others were in favor.

3. ELECTIONS

Mr. Rivera stated that it was the Board of Trustees Annual Meeting, and as such, the Board would be holding officer and committee elections. He said he would be fulfilling the role of Board Secretary for this election as Mr. Hobson was excused from this meeting. Ms. Putz requested that "Treasurer" be modified to "Co-Treasurers" on the ballot. The Board proceeded to vote. Mr. Rivera collected the ballots and presented the results:

- Executive Officers: Lourdes Rivera-Putz, Chair; Samuel Rivera, Vice Chair; John Witherspoon, Co-Treasurer; Manny Morales, Co-Treasurer; Charles Hobson, Secretary;
- Accountability and Finance: Samuel Rivera, John Witherspoon, Manny Morales;
- Development and Fundraising: Samuel Rivera, Charles Hobson, Lourdes Rivera-Putz.

4. BURNING FLAME AWARD

Ms. Williams presented the Burning Flame Award to Leonard Myers, Safety Officer. Mr. Myers is a hard-working member of our community. He knows most students by name and goes out of his way to greet each one in the morning.

5. STUDENT REPRESENTATIVE REPORT

Christopher Francis gave his end of year report. Regents went smoothly. He's been attending senior activities and getting ready for graduation. Mr. Francis said he's enjoyed his time on the Board.

6. PRINCIPAL'S REPORT

a) School Wrap-Up

Ms. Williams stated that the two snow days the School took in 2017-2018 impacted instructional days and the calendar has been adjusted as such. Two teachers will not be returning in 2018-2019.

Mr. Samson presented Regents data on her behalf. The ELA pass rate is 31% (including 9th and 10th graders). 75 ELA test-takers are considered College Ready. 120 students passed the Algebra Regents, 70 of which are considered College Ready. Ms. Williams explained that being considered College Ready allows students to avoid remedial courses in college.

b) Uniforms

The new uniform will be a green polo shirt for all grades with black bottoms. Ms. Williams showed a slide with the new logo that students designed. The logo was approved by the Board President. One day per week, students will be allowed to wear WCHS sports, club or motivational tees that they can purchase through their advisors or the school store. Cold weather gear will also be available for purchase through the school store. Parents will be informed of the change and it will be posted on the website. The Board answered several questions regarding the change to the uniform.

c) Summer Professional Development

Teachers are to report on August 16. Ms. Williams proposed a two-day retreat to the Big Bang Learning Conference in Atlanta, Georgia. 16 staff members would attend and the cost would be approximately \$30,000, which is not included under professional development in the budget. Ms. Williams stated that "Big Bang Learning" could be a pathway to becoming a "Big Picture School" which is part of the original charter. To keep costs down, staff would attend two days out of the six day conference. Mr. Rivera stated that the idea sounds fantastic; however, he is not sure the School can absorb the cost and asked for more information. Ms. Putz offered concerns about implementation. Ms. Eagen stated that she would like the Board to see a copy of the professional development plan before introducing to the community. She also stated that she would prefer to discuss Big Bang Learning with NYSED prior to adopting as an entire school. Ms. Williams understood.

7. RECRUITMENT AND ENROLLMENT

a) Enrollment

There are 946 students in Powerschool and ATS. The FTE is 936.

b) Recruitment

217 Freshmen have registered. 6 11th grade students and 2 12th grade students have registered as well. 37 Freshmen students are "in progress".

8. STAFF REPRESENTATIVE REPORT

Karl Richards spoke about concerns teachers are having regarding the previously discussed 5% pay increase. Teachers were under the impression that they would be receiving a 5% increase on top of the ladder steps the School has previously used. He also stated that more experienced teachers, with the previous ladder, would have received a much higher increase in their pay scale. Mr. Richards stated that the teachers, as a whole, would like to implement the DOE ladder for WCHS. Ms. Eagen said that she could not recommend that the Board take on a 5% increase plus the ladder because it is not a sustainable model. Discussion about specific examples occurred. Mr. Morales also pointed out that DOE schools do not have to pay rent, electricity, and cleaning bills from their own budgets. Mr. Morales was not opposed to WCHS creating its own pay structure.

The Board discussed various ways teachers can increase their pay through extra work. The Board agreed to discuss individual cases, at-will contracts, and finances during Executive Session.

Mr. Richards asked the Board if teachers who leave in August will receive insurance coverage through the entire month. The Board stated that they will. Ms. Williams agreed to send a clarifying letter to staff.

9. FINANCE

a) Budget

Ms. Fernandez presented the second draft of the FY 2019 Budget Summary, which projected a cash surplus of \$218,585. She said that adjustments will have to be made to the budget after approval in order to purchase the building. Ms. Fernandez discussed loan approval. The 5% increase for instructional staff is included in the budget. The Board agreed to vote on the budget, pending adjustments as approved by the Finance Committee. The Board will ask Mr. Leleck to review the budget before sending it to the Charter School Office.

- Mr. Morales made a motion to approve the 2018-2019 budget with the understanding that it will need to be reviewed and amended before its submission to the Charter School Office. Mr. Rivera seconded. All were in favor.

Ms. Fernandez stated that she has been working on the audit in the interim.

10. FACILITIES AND SAFETY

a) Facilities

Mr. James presented proposals to replace carpets and create additional classroom space on the 8th Floor. He also stated that he's received two proposals for cleaning contracts but would like to keep Kleanix, despite the company's request for a pay increase. The Board asked to review the other proposals.

b) Safety

Mr. James stated that Andy Frain Services has been replaced with Summit Security. Summit is cheaper and is also employed by Hunter College. Ms. Eagen asked staff for feedback on how Summit has been doing, and what thoughts are about outsourcing security services in general. Mr. Myers stated that he feels Summit cannot replace the work of a Safety Officer, as Safety Officers create bonds with students that cannot be recreated through an outsourced company. One teacher stated that Safety Officers can become too comfortable with students which results in more students hanging in the hallway. Ms. Eagen asked if training could help internal officers with writing statements, conducting investigations, and navigating blurred boundaries, noting that the chair has discussed extensive training in the past. Mr. James said he believed it could.

11. ACCOUNTABILITY AND DEVELOPMENT

Ms. Manion is working with the Charter Renewal Team to complete the NYSED Charter Renewal Application due August 1. The team currently consists of thirteen people across numerous departments. Ms. Eagen asked Department Leaders to reflect on who the WCHS community is, and where it should go in the next five years.

Ms. Manion asked the Board to formally review and approve two policies the School has been following: The Freedom of Information Law (FOIL) and the Policy Regarding Complaints Involving Violations of Law or School Charter.

- Mr. Rivera made a motion to approve the two updated policies: Freedom of Information Law and Policy Regarding Complaints Involving Violations of Law or School Charter. Mr. Witherspoon seconded. All were in favor.

Ms. Manion stated that she is developing a Policy Regarding Complaints Against Teachers. She's utilizing pre-existing language from other NYSED Board of Regents schools to help guide the process. It will be reviewed by faculty and staff before official Board approval.

12. ADJOURNMENT

- Mr. Witherspoon made a Motion to adjourn. Mr. Morales seconded. All were in Favor.

13. EXECUTIVE SESSION