



WCHS Board Meeting Agenda
March 21, 2017
4:00pm

1. Welcome
2. Principal's Report
 - a. Burning Flame Award
 - b. Summer Calendar and Summer School Updates
 - c. 8th Floor SY Calendar Proposal
 - d. Teacher Recruitment Team
 - e. Academics
 - i. Overview of Needs
 - ii. Preparing for the STAR Test
 - iii. Overview of Teacher Performance Data
 - f. Student Support
 - i. Hero Updates
 - ii. Suspension Updates
 - iii. Vacancies
 - iv. Restorative Justice and Groups Updates
 - v. Job Performance Outcome Data Updates
 - g. Operations Update
 - h. Data
 - i. PowerSchool Planning
 - ii. Overview of Data and Accountability Performance
3. Finance
 - a. Analysis of Care Time Payout
 - i. VOTE: Staff Care Time Payout
 - b. Rent Update
4. Safety and Facility Updates
 - a. Rent/Bond Update
 - b. Fire Evacuations
 - c. Emergency Lights Quote
 - d. Vacancies/Recruitment and Interviews Updates
 - e. Bag Searches
 - f. Overview of Job Performance Data
5. Enrollment
 - a. Waitlist Update
 - b. NYC DOE Enrollment Fair
 - c. Lottery Updates



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6. HR Updates and Teacher Vacancies
 - a. New Staff
 - i. Robin Okonta
 - ii. Bryce Nielsen
 - iii. Michelle Toussaint
 - iv. Kelly Thomas
 - b. Recruitment
 - i. Career Fest Update
 - c. Intent Letters and Contracts
 - d. Overview of HR and Finance Job Performance Data
7. Accountability
8. Approval of Board Minutes
9. Adjournment
10. Executive Session
 - a. Compensation Package for Teachers
 - b. Cabinet Mid-Year Ratings Overview
 - c. Summer School Possibilities



PRINCIPAL'S REPORT

Summer 2017 Updates

This summer a number of updates have been proposed to ensure that we maintain high expectations and the fidelity of our college preparatory programming. This summer we aim to provide programming that will transition incoming freshmen to high school, offer credit recovery to our off track students and provide enrichment to students who are excelling.

SUMMER SCHOOL

We must offer 54 hours of instruction over the summer school session in order to offer one credit. As such, summer school sessions will run Monday- Friday from 8-11AM and Noon-3PM.

SUMMER BRIDGE

Summer Bridge will be offered to our incoming Freshman students. The Bridge program will run for 7 days, each day consisting of two sessions (8:00-10AM and 11:00-1:00PM).

SUMMER INTENSIVES

The purpose of the intensives is to allow students to explore a subject or concept on a deeper, more intensive level of study. The seven-day sessions are all project based and result in a student led presentation of learning. Students will be able to earn .5 credit for participation in intensives.

Daily Bell Schedule

We are in the process of surveying staff members to see if there is an interest in offering an extended day to allow for more student classes and extended opportunity for students to participate in course work. Whether we extend the day beyond 4:30 or not, a daily schedule, flexible enough to offer a combination of year long courses and semester courses will be offered. The Flexible Block Schedule daily schedule will allow us to offer more concentrated instructional time in subject areas that would benefit from more time in class over a shorter period of time.



STUDENT SUPPORT SERVICES

Hero Updates

In addition to tracking student's arrival to school and class we have added the following behaviors that will be tracked:

1. Meeting Academic Expectations in class
2. Frequency of bathroom use by students which result in a loss of instructional time
3. Parents who have completed the DOE Survey--Students whose parents have completed the survey and returned it will be rewarded Wolverine Bucks
4. Parents who have signed up for the HERO App--Students will be rewarded Wolverine Bucks

--Parents were given an overview of HERO again on March 2nd and encouraged to sign up for the HERO APP

--We have seen a substantial **increase in the number of students arriving early to school** since the inception of HERO

--We have seen a substantial **decrease in the number of students being tardy** to classes

-- We will do a "pop-up shop" catered toward the young ladies in recognition of Women's History Month the week of March 20th wherein students can redeem their Wolverine Bucks for various accessories

Student Life Department February & March Suspensions

9th Grade=5	10th Grade=1
11th Grade=2	12th Grade=3

Impartial Hearings

--There were a total of 4 impartial hearings held on Tuesday March 7th

--There were 2 impartial hearings held on Wednesday March 8th

--Of the 6 impartial, only one resulted in additional consequences

Counseling Department

Alcohol Awareness

1. Students will be given a Red Ribbon Bracelet on Monday 3/27/17 to kick off Alcohol Awareness Week. Bracelets were ordered this week.

2. Facts about Alcohol Awareness will be given every morning during announcements (see attached).

3. Lunch period activity – During all the lunch periods on Tuesday, 3/28/17 and 3/29/17 we will have 5 stations in the media center where students can participate in different activities around Alcohol Awareness (see attached sheet). A Ted Talk or small clips about Alcohol Awareness will be displayed in the library during all lunch periods on these days.

4. Parent pamphlet will be created about Alcohol Awareness to be distributed during the next parent meeting (4/6/2017).

6. Poster Contest in advisory class with incentive of a pizza party and wolverine bucks

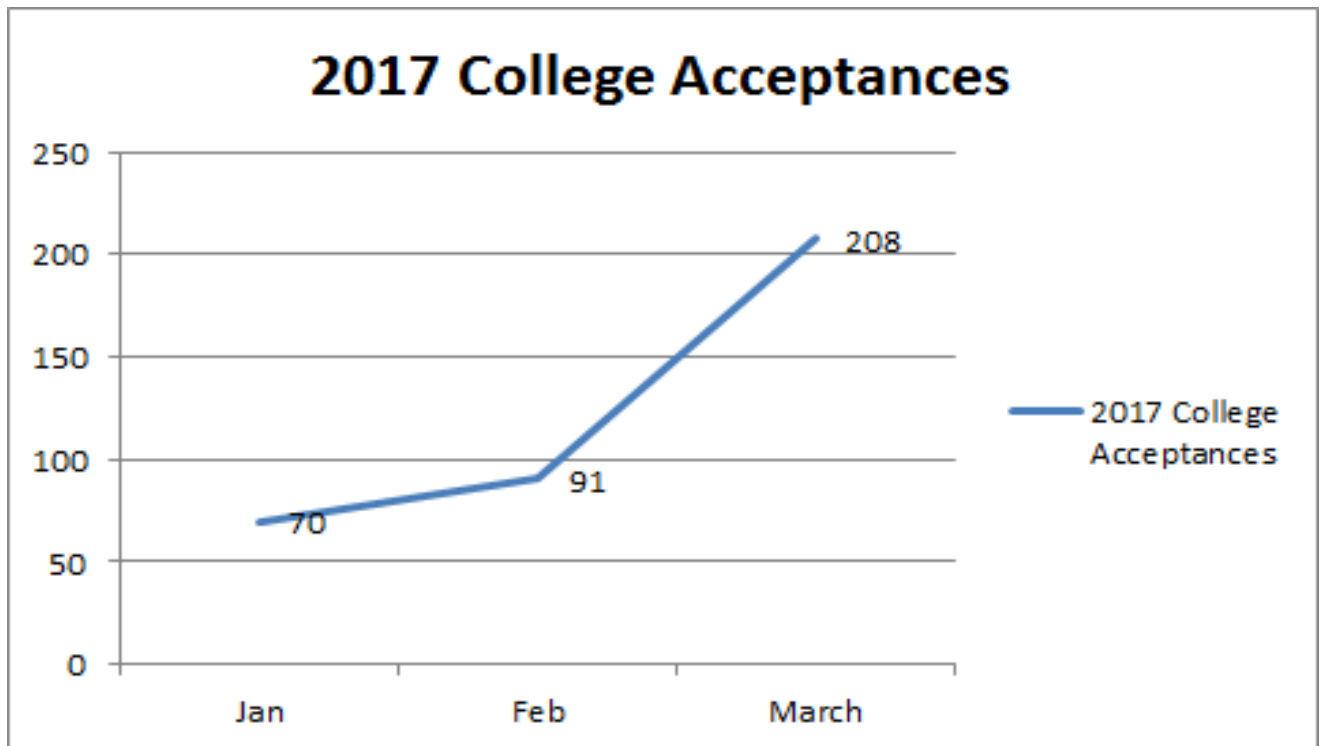
Prizes are:

1 st place	Pizza party and wolverine 40 bucks
2 nd place	25 wolverine bucks
3 rd place	20 wolverine bucks



**** Students will also complete a survey on Drug and Alcohol Awareness in advisory next week. Based on the outcome of the surveys a presentation will be created to cater to what students are interested in knowing. A special assembly will be held for students from an outside organization.

COLLEGE AND CAREER READINESS



INSTRUCTION

Recruitment Committee

The Assistant Principal of Instruction sent an email to teachers and posted a Daily Leaf message eliciting teachers to join the Teacher Recruitment committee. Three teachers expressed interest; two teachers have attended the recruitment committee meetings (Mx. Leghorn and Mr. Heyman). Mr. Heyman attended a student recruitment fair last Saturday and participated in a Science interview and demo. Mx. Leghorn is reviewing Reading Specialist candidate applications on Recruitee and assisted in the planning of our Recruitment Nights. Mr. Dukofsky will be joining the committee to participate in the recruitment process for World Language candidates. The committee meets weekly to assess needs and plan next steps.

World Languages Survey



A World Language Survey was administered to all students in their ELA classes. A total of 707 student responses were received. Students were asked to select three world language options in order of preference. French (954 pts) and Spanish (952 pts) nearly tied in points (based on level of preferences). Italian came in third (583 pts), American Sign Language came in fourth (550 points). Survey data is being utilized to invite students to demo lessons and meet and greet sessions with candidates. The results can also be used for student scheduling should the school move forward with offering options.

World Language Survey Summary Results

	1st	2nd	3rd	TOTAL	PTS*
American Sign Language	113	73	65	251	550
Arabic	45	40	43	128	258
Chinese	49	62	60	171	331
French	164	176	110	450	954
German	36	61	68	165	298
Italian	64	136	119	319	583
Russian	16	37	68	121	190
Spanish	220	97	98	415	952
TOTAL	707	682	631	2020	4116

*PTS: 1st Choice = 3, 2nd Choice = 2, 3rd Choice = 1

Departmental Performance Data

The Instructional Heatmap by department chart outlines teacher performance data from observations conducted by the Principal, Assistant Principal of Instruction, and our external consultants. Data by teacher is available via the Principal. Below is a summary of departmental performance in **C7-Engagement**. Our engagement learning (through video) professional development series has been renamed *Active Learning* and will launch on Wednesday March 22, 2017. Teachers will learn about the phases of engagement and learn strategies to get to the



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next phase. Teachers will then review a taped lesson to assess “active learning.” The next phase of the training will ask teachers to self-assess a video of their teaching.

C7-Engagement Teacher Performance Data (by Department)

Department	Score	Active Learning (Video Cohort)
Visual Arts	2.75	
Physical Education	2.67	
Performing Arts	2.67	
History	2.56	1
ELA	2.51	
Latin	2.50	
Science	2.33	0
SNAS	2.29	2
Math	2.11	6
CTE	1.00	0



Instructional Heatmap (By Department)

March 20, 2017

Source: TeachBoost

Department	Planning and Preparation Avg	A6	A9		Classroom Management Avg	B2	B5		Delivery of Instruction Avg	C1	C7		Monitoring, Assessment, & Follow-Up Avg	D1	D3
All departments	2.59	2.63	2.54		2.78	2.9	2.74		2.45	2.55	2.39		2.38	2.36	2.47
CTE	2	2	2		1	1	1		1.33	2	1		1.33	2	1
CTE															
ELA	3	3	3		4	4	4		3.33	4	3		3	3	3
ELA	3	3	3		2.33	3	2		2.6	2.33	2.83		2.33	3	2
ELA	3.4	3.5	3.5		3.6	3.5	3.5		3	2.5	3		3.2	3	3
ELA	2.75	2.5	3		3.2	3	3.5		2.5	3	2.5		2.75	3.5	2
ELA	3	3	3		2.33	3	2		2	2	2		2	2	2
ELA	2.8	3	2.5		2.8	3	2.5		2.8	3	2.5		2.6	2.5	2.5
ELA	2.75	2.5	3		3	3	3		2.33	3	2		2	2	2
ELA	3	3	3		4	4	4		3	3	3		4	4	4
ELA	1.33	2	1		2	2	2		2.09	2.38	1.5		1	1	1
ELA	2.4	2.5	2		2.8	3	2.5		2.31	2.29	2.25		2.6	2.5	2.5
ELA	3	3	3		3	3	3		3	3	3		2.33	3	2
History	3	3	3		3.33	4	3		3	3	3		2.33	2	3
History	2.14	2.33	2		2.29	2.33	2.33		1.71	1.67	1.67		2	2	2
History	2.6	2.5	2.5		3	3	3		2.6	2.5	2.5		3	2.5	3.5
History	3.33	4	3		4	4	4		3	3	3		3	3	3
History	3.33	3	4		3.33	4	3		3	3	3		2.33	2	3
History	2.5	2.33	2.5		3.29	3	3.33		2.57	2.67	2.33		2.43	2.33	2.33
History	2	3	1		1	1	1		1.33	1	2		1.33	2	1
History	3	3	3		3	3	3		3	3	3		3	3	3
History	2.8	3	2.5		3.6	3.5	3.5		2.8	3	2.5		3.4	3	3.5
Latin	2.8	3	3		2.5	3	2.5		2.6	3	2.5		2	2	2
Latin	2.33	2	3		3	3	3		2	2	2		2	2	2
Latin	2	2	2		1.33	2	1		1	1	1		1	1	1



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Latin	3	3	3		3	3	3		3	3	3		3	3	3
Latin	2	2	2		2.33	2	3		2.23	2.2	2.5		2	2	2
Latin	4	4	4		4	4	4		4	4	4		4	4	4
Math	1.8	2.5	1		2.5	3	2		2.2	2.5	2		2.2	2	2.5
Math	2.25	2.5	2		2.5	3	2		1.8	2	1.5		2	2	2
Math	1.8	2	1.5		2.4	2.5	2.5		2.2	2.5	2		2	2	2
Math	2.8	3	2.5		3.4	3.5	3.5		3.2	3.5	3		2.4	2.5	2.5
Math	1.8	2	1.5		2.4	2.5	2.5		2.4	2.5	2.5		2	2.5	1.5
Math	2.33	3	2		2.33	3	2		2	2	2		2	2	2
Math	2.4	2.5	2.5		2.6	3	2.5		2.6	3	2.5		2.5	2	3
Math	2	2	2		2.2	2	2.5		2	2.5	1.5		2.2	2.5	2
Math	2.2	2.5	2		2.4	2.5	2.5		2.08	2	2.14		2	2	2
Math	1.8	2	1.5		2.4	2.5	2.5		2	2	2		2	2	2
Performing Arts	3	3	3		3.33	3	4		3	3			3	3	3
Performing Arts	3	3	3		2.33	3	2		2.33	3	2		2	2	2
Performing Arts	3	3	3		2.33	3	2		3	3	3		3	3	3
Performing Arts	3	3	3		3.33	3	4		3	3	3		3.33	4	3
Physical Ed/Health	3	3	3		3.67	3	4		3	3	3		3	3	3
Physical Ed/Health	3	3	3		3	3	3		2.33	3	2		2.33	2	3
Physical Ed/Health	3	3	3		3.33	4	3		3	3	3		2.33	2	3
Physical Ed/Health	3	3	3		2	2	2		2	2			2	2	2
Science	3	3	3		2	2	2		2.33	3	2		2.33	2	3
Science	2	2	2		3	3	3		2	2	2		2	2	2
Science	2	2	2		2	2	2		2.29	2.33	2.29		1.67	1	2
Science	2.33	3	2		3	3	3		2	2	2		2	2	2
Science	2.6	2.5	2.5		2.6	2.5	2.5		3	3	3		2.4	2.5	2.5
Science	2.4	2	3		2.8	3	3		2.6	3.5	2				
Science	3	3	3		3	3	3		3	3	3		2.67	2	3
SNAS	1.86	2.33	1.67		2.14	2.33	2		2.29	2.33	2.33		2.29	2.33	2.33
SNAS	2.8	2.5	3.5		4	4	4		3.5	4	3		2.75	2	3.5
SNAS	2.4	2.5	2		2.4	2	2.5		2.25	3	2		2	2	2



SNAS	3	3	3		2	2	2		2.33	3	2		2	2	2
SNAS	2	2	2		2.67	2	3		3	3	3		2.33	2	3
SNAS	2.75	2.5	3		3.5	4	3		3	3	3		2.67	2	3
SNAS	3	3	3		3.2	4	2.5		2	2	2		2	2	2
SNAS	3	3	3		2	2	2		2.33	2.5	2.5		2.25	2	2.5
SNAS	2.33	2	2.5		3.5	4	3		3.25	3.5	3		3		3
SNAS	2.33	2	3		1	1	1		1	1	1		1	1	1
SNAS	3.75	3.5	4		3.75	4	3.5		3.25	3.5	3		3	2	3.5
SNAS	2	2	2		1	1	1		1	1	1		1	1	1
SNAS									2.11	2.13	2				
Visual Arts	3	3	3		3	3	3		3	3	3		3	3	3
Visual Arts	3	3	3		3	3	3		3	3	3		3	3	3
Visual Arts	3	3	3		3	3	3		3	3	3		3	3	3
Visual Arts	3	3	3		3	3	3		2.33	3	2		2.67	3	3

Color Key	
	Does Not Meet Standard
	Improvement Necessary
	Effective
	Highly Effective

Rubric Domains
Domain A: Planning and Preparation
A6: Lessons
A9: Differentiation
Domain B: Classroom Management
B2: Relationships
B5: Routines
Domain C: Delivery of Instruction
C1: Expectations
C7: Engagement
Domain D: Monitoring, Assessment, and Follow-Up
D1: Criteria
D3: On-the-Spot

DATA REVIEW

PowerSchool Migration

- Feb 10: Start of phase 1 migration
- Apr 7: Completion of phase 1
- Apr 24: Start of staff training and DL;
Select teacher access to PTP
- June ?: Update to relations data
- July 10: Start of phase 2 (2017-18 schedules)
- July 21: Completion of phase 2



Aug 21: 2 weeks of faculty & staff training

OPERATIONS

Team Operations focused on communicating instructional progress to parents, assisting the Recruitment Department with gearing up for 2018-18 and rolling out the school's professional development plan for teachers via Cohort 1 of the Video-Taping Professional Development strand. To these ends, we Issued Quarter 3 Progress Reports, completed round 1 recording teacher classroom instruction, and attended SchoolMint Training with Recruitment Department. We also continued to conduct drills, process FAMIS orders and manage long-term substitute teachers.

FACILITIES/SAFETY

Facilities

1. A project for replacing existing emergency exit lights with emergency exit spotlights and the addition of stairwell emergency spotlights as required will need approval and to work after school hours and weekends if needed to satisfy an order, Three proposals were made for the installation
2. The school's emergency generator is now operational and compatible with the lobby Fire Command Station, The delay was due to generator compatibility with the alarm annunciator, Parts were difficult to replace due to the model
3. Work to repair cracks and leaks about the building will be scheduled forthcoming with the building owner; when school is not in session, warmer weather to allow for the drying of plaster and sealers
4. The school flooring is in great condition and chewing gum issues have declined.
5. One (1) building violation was issued for the elevator call button, The elevator company (Otis) has received the notice information and are working on repairs and clearing the violation. Both elevators are operational
6. There is one appearance date scheduled for 4/24/17 for two open complaints; Public Assembly Modification & Restoring Fire Command Station To Normal & Proper Working Order

Safety

Fire Evacuations



The school has managed to bring the evacuation of the school from 5 minutes to 4 minutes. Our last drill was held December 16th, 2016, Due to in climate weather we were unable to conduct exterior fire drills but conducted two lock down drills for 2017.

Emergency Lights Quote

Three Quotes were given to replace & install new emergency lighting through the stairwells and exits; The company with the lowest proposal was selected. The company was reputable & were available. All emergency exit lights were replaced. Stairwells lights will be installed; The existing lighting did not have emergency spotlights as required.

Vacancies/ Recruitment and Interviews Updates

At this time we have three vacancies in the Safety Officer position. S/O Fynes, S/O Holdford & S/O Borges. The Principal has interviewed two candidates to date. One candidate was chosen to hire upon Boards approval. Andy Frain is being utilized to fill vacancies at this time. We have eight (8) applicants in review for interviews.

Bag Searches

A random bag search will be conducted randomly each week.

The lobby men's locker room door has been repaired & will be closed until further notice.

Overview of Job Performance

Areas needing focus are uniform compliance, electronic device compliance. April 1st 2017 will start concentration on uniforms via confiscation and detention referrals, Electronic devices will also include classroom confiscations and parent notifications. There has been a reduction on student tardiness to classrooms due to the addition of HERO.

Safety Officer attendance has shown latenesses in which warnings and notices have been issued to help curb attendance.

Art Room 106 Ventilation

Art room 106 is undergoing a new engineered design for construction. The construction will include the installation of a air handling unit to be placed on the 2nd floor roof. We anticipate the work being performed the summer of 2017 and should take at least one week for the installations and modification of the rooms air handling

STUDENT ENROLLMENT



Grades	ATS	Blackbaud
9th	251	248
10th	295	294
11th	175	176
12th	248	238
Matriculated (+)	2	6
Pending (-) (included in total headcount until officially withdrawn)	4	6
Zero Attend (-)	-----	6
Total	965	950

**Grade level - based on credits earned*

Grades	Cohorts
2020	225
2019	267



2018	208
2017	244
Total	944

**Cohorts- year students entered*

Grades	Discharges as of 3/16	Admissions 3/16
9th	1	1
10th	1	1
11th	0	2
12th	0	1
Total	2	5

**Cohorts- year students entered*

Student Admissions Department Ongoing Task:

1. Attended the 2nd Round Pick at Martin Luther King High School and Community Roots Charter.
2. Preparing for the 2017-18 Lottery Night and Summer Bridge Program.
3. Shadow Program started on Wednesday, March 8, 2017.

HUMAN RESOURCES

The HR department hosted its 3rd annual WCHS open house where we opened our doors to potential candidates for a variety of Q&A, Tours & and a little school history. All of the guests



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thoroughly enjoyed connecting with the DL’s , Honor Society students and staff. The HR team has also been making strides to attend more fairs geared towards showcasing talent in the field of education. As we gear up for the next school year we have begun to welcome in some new members of the WCHS family : Ms. Robin Okonta(CTE Teacher) , Ms. Thomas(ISS Wellness) , Bryce Nielsen (School Based Learning consultant) and Michelle Toussaint (Clinical Counselor), welcome!

Currently we have 9 Instructional Vacancies - 2- History 2- Science 1- Physical Education 4- SNAS , however for this semester we have 4 current vacancies based on the spring semester courses.

HR and Finance Job Performance Data will be provided during the meeting .

FINANCE

Year	# of Employees	Payout days	Amount	Cost for Subs	Savings
2017	72	183	22,875.00	71,070.00	48,195.00
2016	43	100	12,500.00	23,000.00	10,500.00

ACCOUNTABILITY

In March, Accountability completed an audit of grade change forms, prepared materials for the monthly board meeting, assessed results of the internal quality review, applied to the DCC Collaborative on behalf of the School, maintained School social media pages, ensured that the website was up to date with compliance-related documents, and assisted leadership with various tasks.