WCHS Board Meeting Agenda
June 25, 2019
6:00pm

1. Welcome and Introductions

2. Burning Flame Award

3. Head of School and Academy Leader Report

4. Voting Items
   a. Approval of Board Minutes
   b. Approval of the 2019-2020 Board Calendar
   c. 2019-2020 Board Elections
   d. Facilities Proposals
   e. Liability Insurance

5. Adjournment

6. Executive Session
Board of Trustees Meeting
June 2019

The Burning Flame Award
The Burning Flame Award

Lisa Kellar

Academic Report
Head of School and Academy Leader Report

- CDOS
- Senior Awards & Scholarships
- Interviews & Roundtables
- End of Year Admin
- The last day of classes / regents
- A Taste of Williamsburg
- Big Bang for Students

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Head of School and Academy Leader Report

- 194 Graduates!
- About 40% of the graduates used APEX to recover credits.

Graduation 2019!
Head of School and Academy Leader Report

Bro Assembly

Following a group fight, boys from the “BRO.” the WCHS' Boys Mentoring Group presented an anti-violence assembly to their grade.

The presentation was followed by a Talkback with Greg Lucas, Director of Climate and Culture for the New Visions Charter Network.

This assembly served as a restorative response to the fight and students thoroughly reflected on the power that they have to influence their school community.

Head of School and Academy Leader Report

Virtual Reality Director, Ash Baccus-Clark donated two Oculus Rift Virtual Reality Headsets to WCHS! The headsets can be used to view 360 degree Images and Video.

We will explore how the VR headsets can be used in our technology programming.
WCHS Leadership Camp was a hit!

This overnight trip was for students serving in our various leadership groups.

38 Students from 7 different leadership groups spent time in nature, reflecting and celebrating the 2018/19 School Year.

WCHS Leadership Camp

In a post leadership camp survey, students reported enjoying the time to bond with students from other grades and a desire to extend the trip to an additional day!
Head of School and Academy Leader Report

WCHS Leadership Camp
This is a new tradition that we look forward to continue in the future as WCHS Student Leadership opportunities continue to grow!

Head of School and Academy Leader Report

2020 Senior Mentors
28 Rising Seniors are signed up to serve as mentors to the incoming Freshman Class!

2020 Senior Mentors will lead the class of 2023 in activities during this Summer’s Freshman Bridge Program & continue to support new freshman during the 2019/2020 school year
Head of School and Academy Leader Report

Enrollment
Please be advised that over 300 students have been registered for our summer school program. The students were registered based on missing credits that have resulted in them being off track. Counselors reviewed each of their caseloads, met with students and registered them in PowerSchool.

Summer Intensives
The summer intensives have been cancelled due to low enrollment. There were only three students who registered for intensives.

Summer Internship
Based on the low interest in intensives, a paid summer internship was take its place. Exciting! Over 20 students attended the interest meeting. The first day of the internship is July 16.

Voting Items
Accountability and Development

Board Business

- Approval of Board Minutes
- 2018-2019 Annual Meeting
  - 2018-2019 Board Self Evaluations
  - 2019-2020 Board Elections
  - 2019-2020 Board of Trustees Calendar

Accountability and Development

Board Calendar

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Facilities

CONSTRUCTION REQUEST - All in Budget
To replace window frames in the school exit doors with aluminum frame windows to protect from student injuries. The present frames are being vandalized & pushed out of position causing the glass windows to be exposed. Three proposals submitted.

**International Fire Door** selected .................. $10,450

To replace two exterior cameras to rotating, high definition cameras. Present cameras are fixed and do not provide facility with complete exterior street coverage for the school. Three proposals were submitted in 2018

**Security & Camera NY** selected .................. $3,200

To install a new wall & fire door to create additional space on the 8th floor hub area. Three proposals submitted

**Glenwood Construction Corp** selected ............ $7,580

To update & submit a new Department of Buildings floor plan, occupancy permit and inspection’s in regards to the 8th floor wall & door enclosure

**S.R.Y. Architect Designs** selected ................. $5,200

To install gymnasium padding and the removal of 10 feet of existing rock climbing wall to provide physical education safety

**N.C.I. Gym Pads** selected ......................... $7,731

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Room Changes

- Clear out 822 (Physical Education Office)
- Clear out 831 (Data) and 831A (Accountability)
- Clear out 833 (Storage)
- Move Data from 831 to 833
- Move Accountability from 831A to 822
- Move furniture from 214 (Teachers Lounge) to 831 and 831A
  - Architect will be determining capacity of 831 and 831A
- Move 123 (Recruitment) to 124 (Student Life)
- Move 819 (Parent Coordinator) to 123 (Recruitment Office)

Clear out rooms for carpet removal: 708, 608, 522, 513
Clear out rooms for floor strip and wax: 516, 532, 424, 419, 411, 325, 224
Human Resources

A proposal to switch to the Scholastic First insurance package, to reduce asset liability insurance costs by $40,000 and provide better protection for students, Board and WCHS assets:

Having reviewed our current policies, AJ Gallagher’s Scholastic First package offers us:

- **A lower deductible from $25,000 to $5,000**
- **Student Accident coverage – Proposed Savings: $13,107**
- **Crime Coverage – Proposed Savings: $5,400.** The $1,000,000 limit on the current policy is sufficient, but price and deductibles are much higher.
- **Increased Claims expense limit from $5,000 to $100,000.** This is the amount of funding available to the school to hire forensic accountants to determine the cause of the loss and the amount to be paid under the policy. $5,000 is woefully insufficient considering that embezzlement claims can go back years.
- **Umbrella Policy – Proposed Savings: $30,800.** Using Gallagher’s risk purchasing agreement, the umbrella program would charge $5,000 premium for a $10,000,000 limit that is not available to your current agency. That structure is shown in the graphic below.

Scholastic First provides a separate $10,000,000 policy with a $10,000 deductible to protect the Board vs. our current deductible of $25,000.

A bindable quote for violent acts that is unique to Scholastic First (aka Security Risk Management) provides $1,000,000 in funds and consulting to respond to violent acts on campus. It is advised that WCHS purchase this coverage while still saving over $40,000 over the current program.

Some of the issues with our current plan:

- Does not provide coverage for students participating in summer camps, volunteers or trainers.
- Has a one year (365 day) benefit period on the basic layer.
- Provides only a $2,000,000 medical maximum -- much lower than Scholastic’s 55M or 7.5M options.
- The catastrophic layer only has a 5 year benefit period versus Scholastic First’s 10 year benefit period.
- Gaps in coverage

Updates
Head of Operations Report

- Scheduled and administered approx. 3,500 Regents Exams
- Generated and mailed Summer Bulletin, STAR Score Reports, and Trimester 3 Report Cards to families
- Created and disseminated Year-End Checklist for Instructional and non-returning staff, including conducting inventory of Microsoft Surfaces
- Prepared orders for 2019-20 for supplies
- Planned Summer Operations and Organizational Schedules in support of Summer School and Instructional staff
- Interviewing candidates for open and new positions for 2019-20
- Worked with Instructional Leadership to generate Instructional contracts and in the process of generating non-instructional contracts for 8/15/19 start date
- Reviewed Yondr & Uniform Policy with Discipline Committee

Recruitment and Enrollment as of 6/21/19

<table>
<thead>
<tr>
<th>Powerschool</th>
<th>ATS</th>
<th>FTE</th>
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<tbody>
<tr>
<td>907</td>
<td>907</td>
<td>910.98</td>
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School Mint Applications

Total Applicants for 2018-19: 912

Applicants Enrolled: 286

Current Waitlist: 0

- Enrollments in Process: 0

Total Applicants for 2019-20: 835

Registration Complete: 229 Registration In Process: 26 Waitlist: 11
Recruitment and Enrollment

Registration and Enrollment
- Completed Verified Registrations (Seats filled as of 6/24/19)
  - 9th: 194/300
  - 10th: 16/50
  - 11th: 12/20
  - 12th: 7/10

Registrations in Progress
- 9th: 23
- 10th: 1
- 11th: 1
- 12th: 1

Waitlist
- 9th: 1
- 10th: 2
- 11th: 5
- 12th: 3

Finance

WCIS Financial Update
June 25, 2019

As of May 31, 2019, total collected revenue for the period is $14,677,859 million and total expenses for the period is $14,831,440 million.

Total deficiency of revenue over expenses as of May 31, 2019 is $(153,581). Our projected surplus for the period was $172,870.

<table>
<thead>
<tr>
<th>Total Assets</th>
<th>$13,6 million</th>
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<tbody>
<tr>
<td>Total cash</td>
<td>$9.5</td>
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<tr>
<td>Total Fixed Assets</td>
<td>$2.2</td>
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<tr>
<td>Building Deposit</td>
<td>$1.5</td>
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<tr>
<td>Total Liabilities</td>
<td>$11(*)</td>
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* Primarily - Deferred Rent of $9,193,872 million.

Additional finance information can be located here.
Facilities

<table>
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<tr>
<th>FACILITIES DEPARTMENT STATS 2019</th>
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<td>Jan</td>
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<td>DOB</td>
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<td>ECB</td>
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<td>DOH</td>
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1) There were no school visits from the Department of Buildings, Environmental Control Board or the Department of Health.

2) One HVAC compressor required a replacement, one blower motor required replacement.

3) Two (2) window leaks were reported during heavy rain for the months of May & June which is a reduction from thirty four (34) from the previous months prior to Local Law 11 exterior wall repairs that are ongoing.

4) A) Three proposals were submitted for approval to erect a wall on the 8th floor hub area
   B) Three proposals were submitted for the replacement of the fire exit door windows
   C) Three proposals were submitted to remove the gymnasium rock climbing wall
   D) One proposal was submitted to replace deteriorated carpets in Rooms 608, 617, 522 & 512, by IBM construction that has previously conducted this work for four years at the school

5) 2019 Summer Facilities recess work will consist of floor work, painting, classroom & office deep cleaning, window cleaning, ceiling ventilation cleaning & sidewalk and building power washing

Safety

<table>
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<th>SAFETY DEPARTMENT STATS 2019</th>
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<td></td>
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<tr>
<td>Alterations</td>
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<tr>
<td>Jan</td>
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<td>7</td>
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1) There were no student altercations on school property. Two reported incidents off property

2) There were no NYPD (Police) EMS (Emergency Medical Service) No FDNY (Fire Department) visits to the school

3) Summit Security Service annual contract is due for an extension review

4) A request is being made to interview and move two (2) Summit Officers to W.C.H.S. in-house Safety Officers for the upcoming school year

5) A proposal is being made to re-introduce the Yondr system. The system has been reported used in other schools and schools have reported a tremendous change in student's attentiveness. I would like to show a short two minute video (Shh video): [https://www.youtube.com/watch?v=EPsiQsJgNe](https://www.youtube.com/watch?v=EPsiQsJgNe)
Accountability and Development

Recent
- Regents Appeals and Test Invalidations
- Summer Reporting: SSEC (July 19), Annual Report (August 1), Title Funding (August 31)
- Handbooks
- Ongoing online marketing campaigns
- Nonmaterial Changes

Upcoming
- Development Expansion
- Researching Arts Graduation Pathway
  - Pilot applications released Fall 2019
- Bark for Schools - Free Online Student Activity Monitoring for G Suite
WCHS Board of Trustee Meeting Calendar 2018-2019

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**Board of Trustees**

*2019-2020 Annual Meeting*

*Executive Officers Election Ballot*

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<tr>
<td>Chair</td>
<td>Lourdes Rivera-Putz</td>
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<tr>
<td>Vice Chair</td>
<td>Samuel Rivera</td>
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<td>Treasurer</td>
<td>John Witherspoon</td>
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<td>Manny Morales</td>
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<td>Secretary</td>
<td>Charles Hobson</td>
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**Board of Trustees**

**2018-2019 Annual Meeting**

**Executive Officers Election Ballot**

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<th>Executive</th>
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<td>Elected Executive Officers</td>
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