1. Welcome and Introductions

2. Approval of Board Minutes

3. Head of School and Academy Leader Report


5. Recruitment and Enrollment

6. Human Resources

7. Finance

8. Facilities and Safety
   a. New Safety Officer Candidates

9. Accountability and Development
   a. Nonmaterial Changes
   b. Disclosure of Financial Interest Forms

10. Adjournment

11. Executive Session
Board of Trustees Meeting
July 2019

Head of School and Academy Leader Report

- 2019-2020 Staffing
- 2019-2020 School Year Planning
  - Fall Staff Professional Development
  - Grade Level Orientations
  - Curriculum Retreats
Head of School and Academy Leader Report

Summer School 2019

Courses Offered:

Algebra | Algebra 2 | APEX | Earth Science | ELA | Global 9 & 10 | Living Environment | PE | US History

223 Students currently enrolled

Senior Summer Program Ended: 10 of 12 students received credit

40 Students Enrolled in Apex

Summer Regents Review: All Four Core Areas Offered

Senior Bridge Program

CLASS OF 2020
RISING SENIOR: COLLEGE BRIDGE

See Mr. Valentine to pick up an application
Room 237

SCHEDULE OF EVENTS:

Monday, May 20

Visit a College and Actual Dorm Room

Complete college applications
Guarantee your CUNY Fee Waiver
Determine SUNY Waiver Eligibility
Create your college list

2 Days of Knowledge and Fun

17 Students are currently enrolled for the summer

Remaining students are scheduled for a mandatory Workshop August 26-August 29th

College Visit (lunch will be provided by Mercy)

Goal:
Students will get the opportunity to hear from Alumni about their college experiences, experience campus living and get a head start on the college application process.
Freshman Bridge Program

- 4 Day Experience from Aug 5 - 8th
- 130 Students are RSVP’d to attend so far
- 83 Students are participated in Summer Reading and Math Challenges
- 30 Senior Mentors are signed up to assist for the Bridge Program
- This Year’s program includes extended Social Emotional Training
- Parents and families will attend Days 2 and 3 for a get together dinner

From July 22 - 25th, the WCHS Leadership team and two rising Senior students attended the Big Bang Conference in Detroit Michigan. The Conference was attended by over 600 students and educators from around the country that are dedicated to learning outside of the box.

Some major take away tools were: Pick Me Ups, Circle Ups, Leaving to Learn Experiences and Advisory as an Anchor
Head of Operations Report

- Data and Accountability departments issue year-end reports with input from instructional departments.
- Data Reports Summary

![Graph showing Annual 4-Year (June) Graduation Rates]

![Graph showing Annual 4-Year (August) Graduation Rates]

Note: 2008 Cohort includes 1 student who is actually a member of the 2007 cohort but repeated 9th grade before transferring to WHCHS.
Head of Operations Report

- Graduation Rates Detail

| Cohort | Total | PR Removed | <4 yrs | Acceptable | 4 (J) | 4 (A) | 5 | 6 | >6 | Graduates | Diploma | C/P/M | W or X | 1-yr (J) | 4-yr (A) | 5-yr | 6-yr | >6-yr |
|--------|-------|------------|--------|------------|-------|-------|---|---|----|-----------|---------|-------|-------|-------|---------|-------|------|------|------|
| 2008   | 187   | 46         | 141    | 80         | 16    | 17    | 6  | 0  | 119 | 0         | 0       | 22    | 56.7% | 68.1% | 80.1% | 84.4% | 84.4% |
| 2009   | 189   | 67         | 122    | 57         | 30    | 16    | 4  | 1  | 108 | 0         | 0       | 14    | 46.7% | 71.3% | 84.4% | 87.7% | 88.5% |
| 2010   | 209   | 55         | 154    | 84         | 23    | 16    | 5  | 2  | 130 | 0         | 0       | 24    | 54.5% | 69.5% | 79.9% | 83%   | 84.4% |
| 2011   | 236   | 62         | 173    | 105        | 9     | 17    | 6  | 5  | 142 | 2         | 0       | 29    | 60.7% | 65.9% | 75.2% | 79.2% | 82.1% |
| 2012   | 331   | 98         | 233    | 167        | 11    | 22    | 4  | 0  | 204 | 0         | 0       | 29    | 71.7% | 76.4% | 85.8% | 87.6% | 87.6% |
| 2013   | 353   | 116        | 237    | 177        | 13    | 15    | 5  | 2  | 212 | 4         | 0       | 21    | 74.7% | 80.2% | 86.5% | 88.6% | 89.5% |
| 2014   | 285   | 77         | 208    | 164        | 9     | 17    | 5  | 0  | 195 | 0         | 0       | 13    | 78.8% | 83.2% | 91.3% | 93.8% | 93.8% |
| 2015   | 386   | 134        | 252    | 196        | 10    | 15    | 3  | 1  | 225 | 1         | 0       | 26    | 77.8% | 81.7% | 87.7% | 88.9% | 89.3% |
| 2016   | 231   | 62         | 169    | 138        | 8     | 5     | 0  | 1  | 152 | 1         | 2       | 14    | 81.7% | 86.4% | 89.3% | 89.9% | 89.9% |
| 2017   | 293   | 46         | 247    | 197        | 14    | 15    | 4  | 0  | 230 | 0         | 1       | 16    | 79.8% | 85.4% | 91.5% | 93.1% | 93.1% |
| 2018   | 255   | 64         | 191    | 158        | 4     | 3     | 0  | 0  | 165 | 0         | 12      | 14    | 82.7% | 84.8% | 86.4% | 86.4% | 86.4% |
| 2019   | 326   | 67         | 259    | 187        | 0     | 0     | 0  | 0  | 187 | 0         | 65      | 8     | 72.2% | 72.2% | 72.2% | 72.2% | 72.2% |
| Totals | 3281  | 895        | 2386   | 1710       | 147   | 158   | 42 | 12 | 2069| 8         | 80      | 230   | 71.7% | 77.8% | 82.5% | 84.4% | 84.6% |

Gray cells represent current and future academic years.

PR (Progress Report) Accountable:
Enrolled as of their Vesting Date (6/30 of their 4th Year)
OR W/D prior to Vesting Date by Non-Removing (D or NR) Disch Code

Head of Operations Report

- Data Reports Summary (continued)
Head of Operations Report

- Data Reports Summary (continued)

Regents Pass Rates

**English Common Core**

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**Algebra Common Core**

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**Geometry Common Core**

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**Algebra II Common Core**

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Head of Operations Report

- Regents Pass Rates (continued)
Head of Operations Report

- Regents Pass Rates (continued)

### Living Environment
- 2013-14: 66.4%
- 2014-15: 58.5%
- 2015-16: 62.0%
- 2016-17: 49.9%
- 2017-18: 62.5%
- 2018-19: 54.3%

### Earth Science
- 2013-14: 48.5%
- 2014-15: 60.7%
- 2015-16: 48.8%
- 2016-17: 40.0%
- 2017-18: 33.6%
- 2018-19: 24.5%

### Chemistry
- 2013-14: 24.3%
- 2014-15: 35.0%
- 2015-16: 49.2%
- 2016-17: 22.1%
- 2017-18: 21.9%
- 2018-19: 28.0%

### Physics
- 2013-14: 66.7%
- 2014-15: 21.4%
- 2015-16: 42.3%
- 2016-17: 33.3%
- 2017-18: 52.4%
- 2018-19: 9.1%

### Global Studies
- 2013-14: 67.8%
- 2014-15: 62.7%
- 2015-16: 62.1%
- 2016-17: 59.4%
- 2017-18: 69.3%
- 2018-19: 18.9%

### Global Studies II
- 2013-14: 71.1%
- 2014-15: 78.3%
- 2015-16: 85.8%
- 2016-17: 79.3%
- 2017-18: 69.1%
- 2018-19: 71.6%

### U.S. History/Government
- 2013-14: 71.1%
- 2014-15: 78.3%
- 2015-16: 85.8%
- 2016-17: 79.3%
- 2017-18: 69.1%
- 2018-19: 40.7%
Head of Operations Report

- Regents Pass Rates (continued)
  - 2 out of 2 students passed the French LOTE Regents
## Head of Operations Report

### Regents Pass Rates (continued)

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*Red italics = less than 25 included exams*
Head of Operations Report

- Prepared Supplies, Materials, Keys, Rooms, Metrocards, Student Meals, Scanning and Attendance Procedures, and Support Staff Schedules for Summer School for 16 teachers and 322 registered students
- Distributing diplomas to June Graduates
- Conducted Fire Drill and distributed Emergency Evacuation Plans for Summer School
- Piloted Yondr “Be Here Now” Program to make Summer School a phone-free space for students.
  - Students lock their phone upon arrival each day and unlock it as the exit at dismissal. The phone/electronics remain in the student’s possession.
  - Parents can call the Main Office at 718-782-9830 to contact their child during the day.

Head of Operations Report

- Research shows that the mere presence of cellphones in the classroom can be detrimental to student performance.
  - According to a survey and report from Common Sense Media that involved 1,240 interviews with parents and their 12 to 18-year-old children, 50% of teens feel attached to their mobile devices, and 59% of their parents agree that their kids have a problem putting their devices down (U.S. News & World Report).
Head of Operations Report

- Teacher/Parent/Student Full Day Yondr Survey Results

108 responses

Role:
95 responses

Students locking or "Yondring" phones in the morning and unlocking phones at the end of the day is a good idea?
109 responses
Head of Operations Report

- Teacher/Parent/Student Full Day Yondr Survey Results
  - Of those who “Disagree,” most are Students
  - Of those who “Agree”, almost all are Parents and Teachers

  I believe using the Yondr system will eliminate distraction in the classroom?
  108 responses

- 66.7% Agree
- 33.3% Disagree

Head of Operations Report

- How will a phone/electronics-free school help?

We believe this will allow our students to be:

- Engaged in classroom activities and assignments
- Less dependent on electronics to do classwork
- Less likely to engage in conversations around bullying
- Less likely to be distracted and procrastinate on assignments in class

Ask: Requesting a Board resolution to update Community Covenant Cell Phone/Electronics policy to reflect students locking their phone/electronics in the Yondr case upon arrival and keeping it locked for the entire school day until they exit the building.
Recruitment and Enrollment as of 7/25/19

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<td>914*</td>
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*Includes pre-registered incoming students in ATS

**Estimated FTE for 2018-19 School Year (includes 2019 Graduates)

**School Mint Applications**

Total Applicants for 2019-20: 877

Applicants Enrolled: 0

  - Current Waitlist: 2
  - Offered: 16
  - Enrollments in Process: 38
  - Registration Complete: 254

Recruitment and Enrollment

**Rolling Admissions**

- New email distributed by Daily News to the following 15 zip codes:
  11236, 11205, 11216, 11249, 11203, 11222, 11378, 11238, 11225, 11201, 11379, 11223, 11217, 11101, 11103
- Attending the BedStuy Community Partnership Meeting on Monday, July 29, to distribute flyers and announcements
- Personal outreach to the families who have been offered seats and to the families with registrations in process

Completed/Verified Registrations as of 7/30:

- 9th: 217/300
- 10th: 20/50
- 11th: 16/20
- 12th: 9/10
- Total: 262
# Recruitment and Enrollment

## Social Media Outreach

- Updated Google, Facebook, Instagram Ads
- Google AdWords Account 7/14-7/20

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<td>62,363</td>
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<td>Cost-per-view (USD)</td>
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</table>

## Recruitment and Enrollment

### Social Media Outreach

- Niche.com Account Data for June 2019
  - WCHS Profile received 359 views (vs. 181 in June 2018) & 115 clicks

### Profile Views

<table>
<thead>
<tr>
<th></th>
<th>JUN 2019</th>
<th>JUN 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Views</td>
<td>359</td>
<td>181</td>
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</tbody>
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### Total Profile Views

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Views</td>
<td>2,470</td>
<td>2,242</td>
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### Total Promoted Impressions

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<tr>
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<tbody>
<tr>
<td>Impressions</td>
<td>43,849</td>
<td>305,198</td>
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### Sponsored Listings Impressions

<table>
<thead>
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<th>2018</th>
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<tbody>
<tr>
<td>Impressions</td>
<td>43,849</td>
<td>297,459</td>
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</table>
Human Resources
July-August -- Preparation for 2019-2020:

- **Onboarding 20 employees** / Offboarding 17 (Lower FTE attrition %)
  
  New positions added
  
  1 Director of Guidance & Scheduling, 2 Instructional Coaches, 2 additional Socio-Emotional ALs (Deans of Students), 2 additional Student Life Associates, 2 new counselors and a Benefits & Payroll Associate on the operations side.

- **Preparing for Professional Development 8/15**
  
  New staff: Benefits, PTO leave, time/attendance policies
  All staff: online 45-minute Sexual Harassment training (satisfies both the New York State and New York City requirements, in accordance with the mandate https://www1.nyc.gov/assets/cchr/training/english/index.html

- **Updating the Personnel Handbook**, policy forms, org chart, job descriptions
- **Human Capital Management** is moving through phases of implementation

---

Human Resources

Benefits and Insurance - Ongoing considerations:

- **Asset liability insurance**  We let our previous policies expire and chose to bind with Hanover for a $39K cost reduction, as a temporary holdover while we consider our intended: Scholastic First.
- Currently comparing Hanover to Scholastic First, preparing a business case that shows upgrades and reduced expenditure for consideration.
- **Longevity bonuses and incentives** - ongoing consideration of proposals put forward in June (see previous report) -- i.e. Gradifi student loan assistance program
Facilities

Facilities Department Stats 2019

<table>
<thead>
<tr>
<th></th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
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<tbody>
<tr>
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<tr>
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</table>

Facilities:

1) There were no school visits from the Department of Buildings, Environmental Control Board or the Department of Health.

2) One HVAC blower motor required replacement.

3) There zero (0) window leaks reported during heavy rain for the month of July & the exterior building façade repairs are almost complete.

4) New wall construction has commenced on the 8th and 5th floor creating two additional class & office spaces.

5) Room 513 has been converted to a Health & Fitness Room.

6) 2019 Summer Facilities recess work is still in progress floor work, painting, classroom & office deep cleaning, window cleaning, ceiling ventilation & cleaning.

7) The exterior building scaffold is scheduled to be removed the first week in August. At that time the side walk and building will be power washed and the surrounding tree planers will be weeded and decorated with red mulch decorating the trees.
Safety

SAFETY DEPARTMENT STATS 2019

<table>
<thead>
<tr>
<th></th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
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<td>NYPD Visits</td>
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<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
</tbody>
</table>

1) There were no student altercations on or off school property for the month of July.

2) There were no NYPD (Police) EMS (Emergency Medical Service) visits to the school for the month of July.

3) There was one (1) FDNY (Fire Department) visit to the school & a summons was issued due to two false alarms being made due to two separate incidents where the school fire alarm pull station was activated. An investigation was unable to reveal who pulled the alarms. The matter is scheduled for an ECB hearing on 9/3/19.

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

Recent
- WCHS $2,612 raised on GoFundMe for Mr. Cruz
- Disclosure of Financial Interest
- VADIR/SSEC
- Annual Report
- Nonmaterial Changes
  - Organizational chart
  - Bell schedule
  - Handbooks

Upcoming
- Title I

In Loving Memory of Alberto Cruz
Accountability and Development

Williamsburg Charter High School
SY 19-20

Accountability and Development

Accountability and Development

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<th>TUE</th>
<th>Mins</th>
<th>WED</th>
<th>Mins</th>
<th>THU</th>
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</tr>
</tbody>
</table>

LUNCH PERIODS
GRADE LVL MTGS
4 = Freshmen
5 = Sophomores
6 = Juniors
7 = Seniors

DEPT MTGS
4 = ENG / LAN / LIT
5 = MAT / PA
6 = SS / VA / ENL
7 = SCI / PE

Minutes per week per class:
Periods = (45 x 3) + 60 + 35 = 230 m
Advisory = 35 m
Period 10 = (45 x 4) = 180 m