



WCHS Board Meeting Agenda
December 18, 2019
5:00pm

1. Welcome and Introductions
2. Approval of Board Minutes
3. Alberto Cruz Golden Apple Award
4. Head of School and Academy Leader Report
5. Head of Operations Report
6. Recruitment and Enrollment
7. Student Support Services and Scheduling
8. Human Resources
9. Finance
10. Facilities and Safety
 - a. Elevators
11. Accountability and Development
12. Adjournment
13. Executive Session



WILLIAMSBURG
CHARTER HIGH SCHOOL

Board of Trustees Meeting

December 2019

Alberto Cruz Golden Apple Award



Head of School and Academy Leader Report

- Staff Holiday Party
- Big Picture Learning Leadership Conference
- 360 Leadership Team Survey
- Master Schedule Committee
- Honor Roll Assembly
- Regents Reviews
- Curriculum Realignment



WEEK II RECAP

- DANCE PERFORMANCE
- STUDENT ATHLETES
- COLLEGE FAIR



HERO REWARDS POP UP SHOP



0110G463544

WEEK 13
START OF
TRIMESTER 2



0110G463544

END OF TRIMESTER 1
RECOGNITION ASSEMBLY



D11PG463544

FIELD TRIPS



TALENT SHOW



D11PG463544

WE VOLUNTEER NOW WORKSHOP



D11PG463544

HONOR ROLL ASSEMBLY

TRIMESTER 1 HIGH HONOR ROLL 90% GPA AVERAGE	
JADE CALIXTO	JACOB VELEZ
ADRIANA ROSARIO	NADIA CASTILLO
ABIGAIL ROSA	DANIEL VELAZQUEZ
SHIRLEY NUNEZ	ABANDON RAMOS
REGINA COLLADO	MARIA RICHARDO
EMELY COLLADO	MARIA GUZUNA
JULIANA BERNHUTTE	JANIRA COHEN-ROSTER
OLIVIA GONZALEZ	HELENA WANGYUA
DIANA TURACOGUILLA	RAYMOND RUIZ CASTRO
ABIGAIL VARGAS	BYRON HERNANDEZ
LESLIE RODRIGUEZ	SEAN KING
GENESIS RODRIGUEZ	ABIGAIL ORTIZ
	JADEN ACEVEDO

WEEK 15 RECAP



CLASS OF 2023

**32% OF COHORT ON
HONOR ROLL**

So incredibly proud of all our scholars on Honor Roll, High Honor Roll,
and Principal's List

EXCELLENCE EVERY DAY!

STUDENT SPOTLIGHT

SEAON KING



My name is Seaon King and I'm Pisces and my birthday is March 18. I like to listen to music and write poetry and I love to eat. I really love going to school because I love learning about new things and I love meeting new people. My goal after high school to become a child psychiatrist with my own practice. So everyday my goal is to exceed in every class. I'm a pretty shy person but I came to WCS and met a lot of new people and made a good name and reputation for myself.

STAFF SPOTLIGHT!

MICHAEL BYARS

SNAS DEPARTMENT



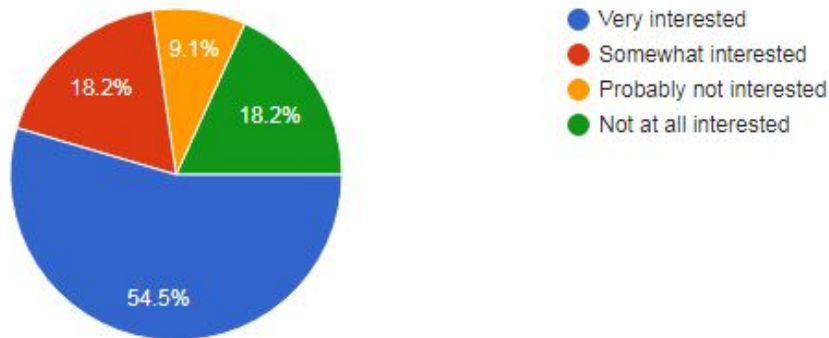
HELLO, I AM MICHAEL BYARS. I
HAVE BEEN TEACHING AT THE
WCHS FOR 3 YEARS. I AM A
PART OF THE SNAS TEAM. I
TEACH ENGLISH 10, ENGLISH 12
AND GLOBAL 9. MY GOAL IS TO
ENSURE ALL OF MY STUDENTS
ARE SUCCESSFUL THIS SCHOOL
YEAR.

Head of Operations Report

- Launched website on 11/15/19
- On-site PowerSchool Training on 1/30-1/31 & 3/4-3/5
- Covering 1 PE Vacancy, 1 SNAS/Math Vacancy, 1 ENL/Literacy Vacancy, .2 CDOS Vacancy
- Non-instructional Staff Reviews and e-Portfolio creation begin this month with individual meetings with supervisors on-going through February
- PowerSchool Unified Classroom demonstration with teachers (Cost = \$14, 931 for the first year, then \$6,251 annually)

1. I would be interested in using PowerSchool Unified Classroom.

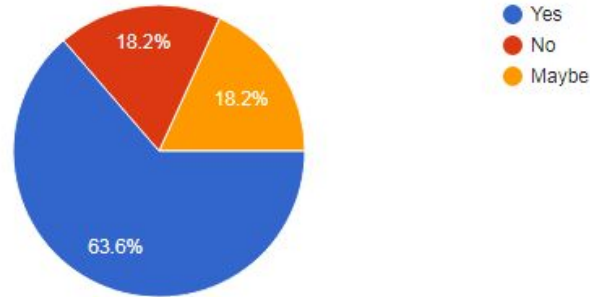
11 responses



Head of Operations Report

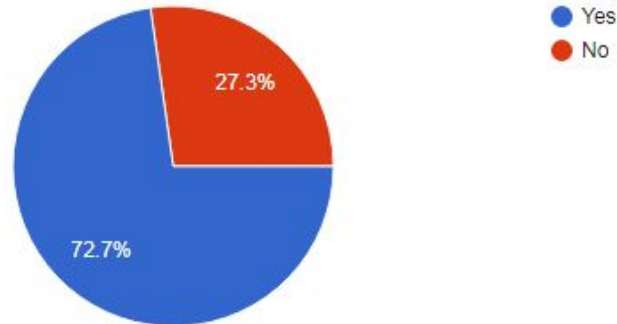
2. I would be interested in being part of a "power user/beta testing group" to try out Unified Classroom this school year.

11 responses



3. I would like more information on Unified Classroom.

11 responses



Head of Operations Report

- Technology Planning- 1:1 Technology by 2025

- E-rate FY2020 = \$30,622.95 budget with \$27,560.66 discount (July 1, 2020-June,

Category 2 Budget Per Site

New C2 Budget

Table Options

Site Name	BEN	FY2020 Budget	FY2015-2019 Budget Util.	FY2020 Avail. Budget	FY2020 Avail. Discount
THE WILLIAMSBURG CHARTER SCHOOL	16034151	\$178,414.56	\$147,791.61	\$30,622.95	\$27,560.66
		\$178,414.56	\$147,791.61	\$30,622.95	\$27,560.66

- E-rate FY2021-25 estimated @ \$167 per student = \$152,304 available which results in a \$129,458 refund
- Potential Eligible Needs: Cache Devices, Wireless Access Points, Software and maintenance for the above
- Non-eligible Needs: Upgraded Phone service (from existing T1 to fiber-optics), Active Directory Server, Hardware including additional student Chromebooks and Mobile Carts/Cabinets, Professional Development

Recruitment and Enrollment as of 12/13/19

<u>Powerschool</u> 961	<u>ATS</u> 961	<u>FTE</u> 942.27
---------------------------	-------------------	----------------------

*includes 12 students with Zero Attendance and 12 Pending Discharge

School Mint Applications

Total Applicants for 2019-20: 1111

Applicants Verified: 353 Registration Complete: 1

Current Waitlist: 5 Offered: 0

Enrollments in Process: 1

Applicants for 2020-21 Lottery: 307 (Last year we had received 228 applications as of 12/14/18)

Recruitment and Enrollment

5 Waitlisted:

- 9th Gr: 3
- 10th Gr: 2
- 11th Gr: 0
- 12th Gr: 0

2 Registrations In Progress/Offered/Complete: 9th Gr: 2

- PowerSchool Enrollment (961) as of 12/13/19 by Cohort:

Class of 2023 / Gr 9	230 / 246
Class of 2022 / Gr 10	218 / 312
Class of 2021 / Gr 11	258 / 192
Class of 2020 / Gr 12	216 / 211
Class of 2019 and prior	39

Recruitment and Enrollment

- Monthly Open Houses
 - 31 RSVPs for 12/7 Open House
 - Next Open House: 1/11 @11am
- High School Fairs
 - Attended Launch Expeditionary Learning Fair on 12/4
 - Scheduled to attend Community Partnership Fair on 2/13
- Middle Village Prep school tour rescheduled for January
- Vanguard postcard mailed to 15 feeder zip codes on 12/5
- Visiting middle schools and middle school counselors in January for 2020-21 Lottery applications
- Preparing billboard ads for posting at select subway entrances in multiple languages leading up to the Lottery
- Expanding our mailing list with qualified inquiries from Niche.com
- Working with Counseling team to assess space in classes for students on the waitlist for current year



The Team:

Larry Balthazar

Kimberly Bobe

Victor Castillo

Renee de Lyon

D. Maria Frazier

Trisha Jerrick

Jessica Krantz

Janeese Parker

Odaliz Rodriguez

Amaryllis Valentin

Tara C. Richards, Manager



Student Support Services Team: The Academic Counselors

- New Staff Members:
 - Tara C. Richards, Manager, Kimberly Bobe, 9th Grade Counselor and Odaliz Rodriguez, 12th Grade Leave Replacement
- New Position: Department Lead: Larry Balthazar
- Completed All Course Scheduling for the 2019-2020 Academic Year
- Streamlined ACS and Social Work Visit Process
- Five Courses Minimum for All 12th Grade Students to Increase College and Career Readiness
- All Students Scheduled to Achieve An Advanced Regents Diploma
- Two Day Professional Development Focused on Counselor Related Issues
- Expanded Trainings on the Use of the Naviance Program and the PSAT Results in the Course Selection Phase



Student Support Services Team: The College and Career Coordinators

- New Staff Member: Ms. Frazier, 10th & 11th Grade College & Career Coordinator
- Senior Bootcamp
- Four FAFSA Parent/Student Workshops
- Six Onsite College Visits
 - Columbia University, NYU, Johnson & Wales, University at Buffalo, SUNY Potsdam, SUNY Delhi
- Fall College Fair
 - 17 Colleges/Universities Attended
 - Mercy College, Polytech, Virginia Commonwealth, Columbia University, Binghamton University
- Two Students Selected for the POSSE Program
 - Safwan Hazari progressed to a final interview
- Khan Academy Challenge
- Students Attended Two Major College Fairs (SUNY & The National Hispanic Fair)
- College Career Panel
- SAT Day (October, 2019)



Student Support Team: The Intervention & Family Support Counselors

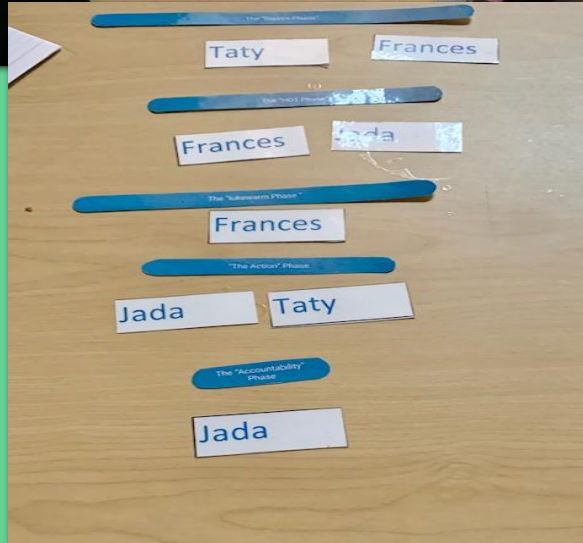
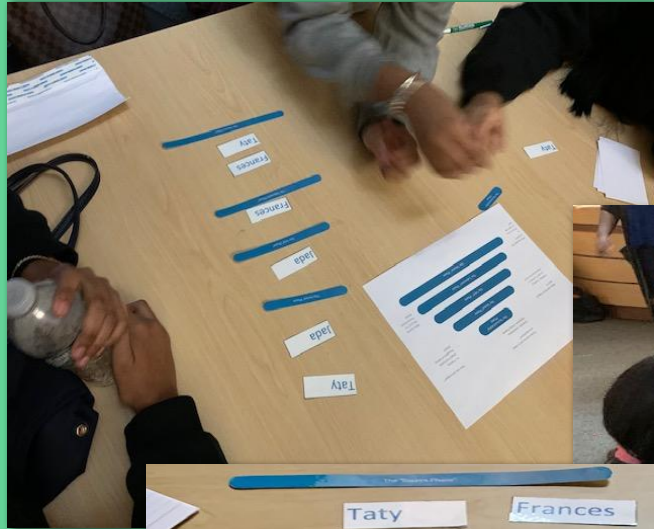
- Ms. Jerrick, 12th Grade IFSC and September Golden Apple Recipient has Aided in the Onboarding of Three New Staff Members
- New Staff Members: Ms. Parker, 10th Grade IFSC & Mr. Castillo, 11th Grade IFSC
- Held Domestic Violence/Healthy Relationships Workshop
 - Students Played the Domestic Violence Game Created by Victor Castillo, 11th Grade IFSC
- Collaborated with Ms. Helliger, Wellness Coordinator to Develop Social Emotional Themed Monthly Workshops:
 - January: Dress for Success/ Resume Writing
 - February: February Fresh (Hygiene and Wellness)
 - March: Mental Health Awareness
 - April: Safe Sex/ Sexually Transmitted Disease Awareness
 - May: Mother's Day Brunch

The Pyramid Scheme:

December's Workshop: Conflict Resolution

Students watched videos and participated in discussions surrounding the many factors that occur before and after an altercation.

After the workshop students signed up to be peer mediators.



What's Next?

- Onboarding a New 9th Grade Intervention & Family Support Counselor (IFSC)
- Course Selection for 2020-2021/Advisory Classroom Visits
- Spring College Fair
- College Admittance/Acceptance Workshops
- Black/Brown College Bound Panel
- CCR Freshmen & Sophomore Push ins
- Building of the 2020-2021 Master Schedule (Team Neo)
- Intensive Professional Development (PowerSchool & Naviance)
 - Off Campus Professional Development Opportunities: A Dream Deferred, Prepare
- Team Building



Human Resources

- **Recruiting and Onboarding**

- Welcoming a new, permanent Social-Emotional Academy Leader (SEAL) on January 6th
- Filled both parental leave cover positions. Ms. Alcantara will return January 6th
- Onboarded an interim guidance counselor to cover parental leave through April 2020
- Scheduled monthly Charter School Jobs job fairs coming up.
- Interviewing for a new Intervention counselors IFSC Social Worker and teachers of Math, Physical Education and ENL.

- **HR Compliance**

- The decor for our lovely new meditation / lactation room was completed by our outgoing SEAL.

The room is ready for staff to schedule themselves into through a link in the Daily Leaf on the 8th floor room 819. The room will be managed by HR and Wellness.



Finance

WCHS Financial Update December 18, 2019

As of November 30, 2019, total collected revenue for the period is \$7,102,873 million and total expenses for the period is \$6,705,606 million.

Total Excess of revenue over expenses for the period is \$397,267

Total Assets	\$14.6 million
Total cash	\$10.4
Total Fixed Assets	\$2.1
Building Deposit	\$1.5
Total Liabilities	\$11.6(*)

* Primarily – Deferred Rent of \$9,531,701 million.



Facilities

	Dec	Jan	Feb	March	April	May
DOB	0					
ECB	0					
DOH	2					

1. There were two school visits from the **Department of Health** with no new findings or violations
2. One HVAC control board required a replacement for a heating unit. All units functional
3. School lighting maintenance program shows six light ballast requiring replacements in the hallways & the front exterior of the building
4. Facilities is prepared for any snow emergencies and are tracking weather updates daily



Safety

	Dec	Jan	Feb	Mar	Apr	May	June
Altercations	6						
NYPD Visits	0						
EMS Visits	0						
FDNY Visits	0						

1. There were six (6) student altercations on property for the month. One incident involved a pocket knife being confiscated. Three (3) student altercations reported off property. Parent notifications, meetings and mediations were conducted to avoid further occurrences
2. There were no NYPD (Police) visits to the school for the month, NYPD are now present at school dismissals
3. There were no EMS (Emergency Medical Service) visits to the school for the month
4. There were no FDNY (Fire Department) visits to the school for the month
5. The Safety department is fully staffed at this time.



Accountability and Development

- Collecting legal documents for the school
- Edits to Title I submitted
- Continuing to make updates to the website
- Google Ads adjustments
- Electronic holiday cards sent out - sending physical cards on 12/19 or 12/20
- **\$1,345** raised for #GivingTuesday scholarship campaign - we will find out mid January if funds were matched
- Made [ongoing Charity GoFundMe](#) / to solicit ongoing donations -> going to link directly to our PayPal for easy withdrawals
- **APPROVAL/CONSIDERATION:** Would like to initiate additional local community fundraising efforts through personal connections with restaurant and bar owners and musicians
 - “Brooklyn Charter School Scholarships”
 - “Local Student Scholarship Fundraiser”

