



**WCHS Board Meeting Agenda**  
**February 25, 2019**  
**6:00pm**

1. Welcome and Introductions
2. Approval of Board Minutes
3. Charles Hobson In Memoriam
4. Alberto Cruz Golden Apple Award
5. Government and Economics Entrepreneur Projects
6. Head of School and Academy Leader Report
7. Head of Operations Report
8. Student Support Services Update
9. Recruitment and Enrollment
10. Human Resources
11. Finance
12. Facilities and Safety
13. Accountability and Development
14. Adjournment
15. Executive Session



**WILLIAMSBURG**  
CHARTER HIGH SCHOOL

## **Board of Trustees Meeting**

February 2020

# Remembering Charles Hobson



# Alberto Cruz Golden Apple Award



# Government and Economics Entrepreneur Projects

## ENTREPRENEUR PROJECT

### CREATING A MOBILE BUSINESS

#### **Your Task:**

By working in groups of three, you and your business partners will create a “mobile business” (think food truck!). Create a business that can move around to service or provide goods to different people and locations. What communities can you target? How will you make a profit? How can you sustain this business over many years?



#### **Your Goal:**

You and your partners will create a business plan based on your proposed service or good. You want this idea to be innovative and new so people will be interested. You will present this project with business partners to your classmates as an entrepreneur. As you listen to presentations, you will be evaluating that business from the perspective of an investor, a consumer, or competitor.

#### **The finished product will consist of... (see rubric for grading standards)**

##### → A poster or brochure that must include...

1. The name of your business
2. The design of your mobile market vehicle
3. What is being sold or distributed
4. A slogan
5. The Instagram or Twitter usernames

##### → Slideshow for a presentation that touches on the 6 parts of a business plan.

1. The name of your business
2. Summary of business & Mission Statement
3. Target Audience
4. Competitors
5. Supplies & Demand
6. Operations & Human Resources
7. Financial Projections



# Care & Cure

**APPLY NOW**

## Mission statement

At Care & Cure it is our mission to provide excellent medical and mental care in a family centered environment. We strive to build long-term relationships built on trust and mutual respect. We believe in the prevention of disease and promotion of healthy lifestyles. We offer in person care to those in need and keep in contact to oversee each of our patients for follow ups. Care & Cure guarantees to help everyone in need no matter their financial status and insurance status.

## *Excellent Health Care Coming To You*

WE are both a good and a service.  
~ Help keep your mind in check  
~Health protection and prevention  
~Help Keep Your Body in Check

Massandje Savane, Taina Torres





Welcome to Modern Tax!

Done fast, done right, we'll <sup>Try</sup> do your taxes day or night.

#### Our Goal

Our goal in this company are for people who are unfamiliar to taxes, so that we can help and teach them how to file taxes.  
We

#### About the Company

We care about our clients and we try our best to ensure that each client gets the best service we can provide. Our Business strives to provide the best tax help service to the community.

Learn More

CEO : Noelia Lazo

Chief Marketing Officer : Singh Damanjit

# WE HAVE A LIVE WEBSITE UP NOW !!!

[https://modern-tax-project.  
glitch.me/](https://modern-tax-project.glitch.me/)

# How can we help our GENERATION???

*As a parent it can be frustrating wanting to provide your child with the best services to help them succeed*

*Unfortunately we understand that wanting the best does of course come with a price.....*

*What if there was a way to help your child with **NO COST!!***



# INTRODUCING... TUTORING SESSIONS FOR KIDS IN NEED!!!!!!

*We want to give your child the best help they can get in studies and any problems they face as well.*

*The way we will accomplish this is by providing a Free tutoring service which will visit multiple homeless shelters and public schools weekly.*

# Project Reflection

## Positives:

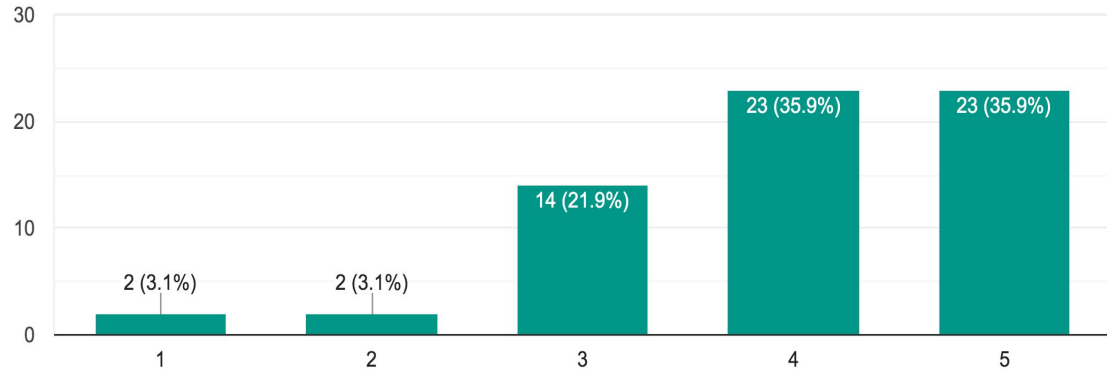
- **Working with people/ people they didn't know before**
- **Gave an idea of how to run a business**
- **Creativity of project**

## Suggestions:

- **Create tasks for group members**

On a scale of 1-5, how much did you enjoy the entrepreneur mobile market project?

64 responses



# Head of School, Academy Leader Report and Student Supports Services

- Instructional Learning Walks with Department Leaders
- Announced Classroom Observations
- NYSED School Visit- March 6
- Student Led Conferences
- 2020-2021 Master Schedule and Student Registration
- A Dream Deferred Conference (March 11-13)
- Prepare Conference (April 23-24)



# WEEK RECAP

- 9TH GRADE STUDENT COUNCIL
- GUN VIOLENCE WORKSHOP
- SENIOR MENTORS PROGRAM





# WEEK RECAP



9TH GRADERS  
SUPPORTING WITH  
SCHOOL TOURS



0110G463544

PRINCIPAL'S LIST  
LUNCH



GLAMOURGALS  
VOLUNTEERING



**WILLIAMSBURG**  
CHARTER HIGH SCHOOL

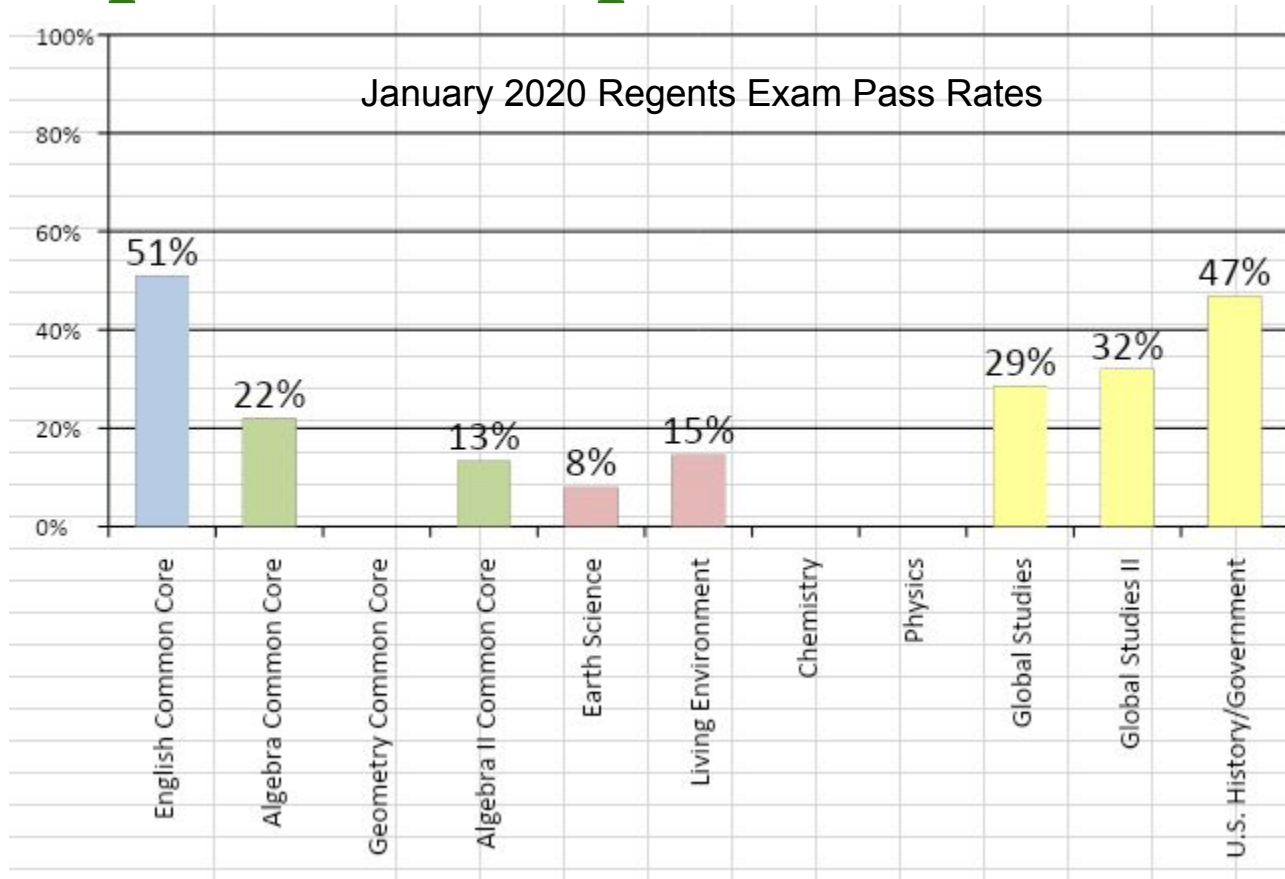
## 10th Grade Highlights

- We had a very successful natural hair forum kicking off black history month. We had well over 40 Wolverines in attendance, with a multitude of cultures & nationalities.
- 10th grade student council had a successful candy gram/photo booth for Valentines day. Many students had an opportunity to celebrate each other as well as love.
- Feb. 12th we had a representative from Opportunity Network come in and discuss the opportunities for a free college program, as well as paid summer internships and sat/act prep courses. We have a handful of 10th graders working with Mr. Balthazar on completing the application process.





# Head of Operations Reports



Does not include DOE inclusion criteria (see slide 7)



# January 2020 Regents Exams by Class

Cohort	Exams	English Common	Algebra Common	Geometry Common	Algebra II Common	Earth Science	Living Environment	Chemistry	Physics	Global Studies	Global Studies II	U.S. History/Government
2023	Passed	0	0	0	0	0	0	0	0	0	0	0
	Taken	0	0	0	0	0	0	0	0	0	0	0
	Average	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	College R%	0%	0%	0%	0%							
	Pass Rate	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
2022	Passed	1	14	0	0	0	3	0	0	0	0	0
	Taken	1	100	2	0	2	44	0	0	0	0	0
	Average	88.0	52.0	58.0	0.0	39.0	48.5	0.0	0.0	0.0	0.0	0.0
	College R%	100%	6%	0%	0%							
	Pass Rate	100%	14%	0%	0%	0%	7%	0%	0%	0%	0%	0%
2021	Passed	50	16	0	2	0	3	0	0	0	8	0
	Taken	88	39	36	4	15	19	1	0	0	24	0
	Average	64.2	56.1	48.9	61.0	44.1	48.1	42.0	0.0	0.0	58.1	0.0
	College R%	32%	15%	0%	50%							
	Pass Rate	57%	41%	0%	50%	0%	16%	0%	0%	0%	33%	0%
2020	Passed	25	7	0	0	2	6	0	0	8	0	21
	Taken	56	27	6	11	7	27	1	0	27	1	44
	Average	61.8	53.4	53.3	42.6	51.6	56.0	44.0	0.0	58.0	49.0	59.0
	College R%	20%	11%	0%	0%							
	Pass Rate	45%	26%	0%	0%	29%	22%	0%	0%	30%	0%	48%
<2020	Passed	0	0	0	0	0	2	0	0	0	0	2
	Taken	4	2	1	0	1	6	0	0	1	0	5
	Average	30.3	49.0	48.0	0.0	55.0	53.0	0.0	0.0	47.0	0.0	63.4
	College R%	0%	0%	0%	0%							
	Pass Rate	0%	0%	0%	0%	0%	33%	0%	0%	0%	0%	40%
All	Passed	76	37	0	2	2	14	0	0	8	8	23
	Taken	149	168	45	15	25	96	2	0	28	25	49
	Average	62.5	53.1	49.8	47.5	46.2	50.8	43.0	0.0	57.6	57.8	59.4
	College R%	27%	9%	0%	13%							
	Pass Rate	51%	22%	0%	13%	8%	15%	0%	0%	29%	32%	47%

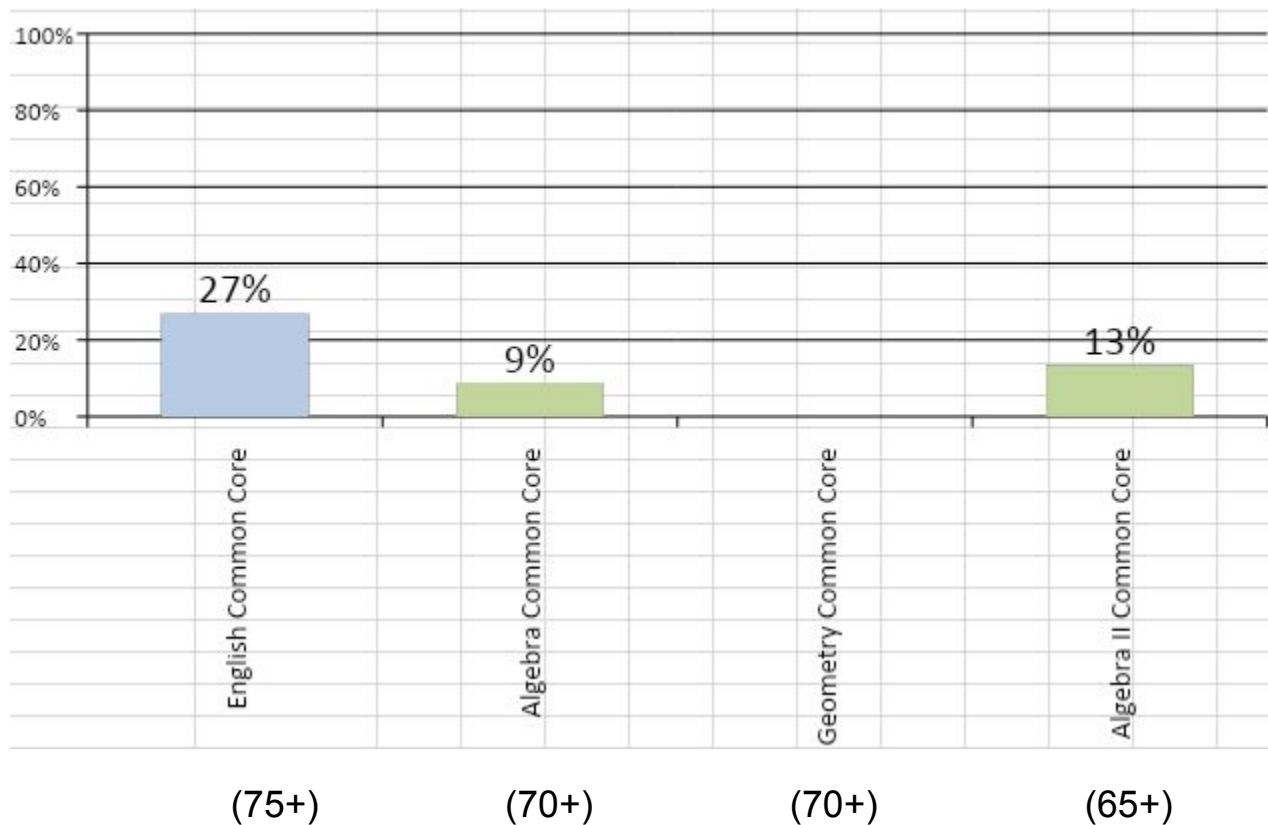
Does not include DOE inclusion criteria (see slide 7)



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# Head of Operations Reports

January 2020 Regents Exam College Readiness Scores



# Regents Exams Pass Rates by Class

Cohort	Students	Exams	Regents																	
			ENG		MATH						SCIENCE				SS			LANG		
			English Common Core	English	Algebra Common Core	Integrated Algebra	Geometry Common Core	Geometry	Algebra II Common Core	Algebra2/Trigonometry	Earth Science	Living Environment	Physics	Chemistry	Global Studies	Global Studies II	U.S. History/Government	French	Spanish	Latin
2023	230	Taken	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		Passed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		Passing %	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
		% Cohort Passed	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
2022	217	Taken	1	0	192	0	15	4	0	0	20	170	0	0	0	0	3	0	1	0
		Passed	1	0	101	0	9	1	0	0	12	122	0	0	0	0	3	0	1	0
		Passing %	100%	0%	53%	0%	60%	25%	0%	0%	60%	72%	0%	0%	0%	0%	100%	0%	100%	0%
		% Cohort Passed	0%	0%	47%	0%	4%	0%	0%	0%	6%	56%	0%	0%	0%	0%	1%	0%	0%	0%
2021	255	Taken	174	0	216	0	143	20	21	0	129	204	1	7	3	209	5	0	34	0
		Passed	128	0	162	0	22	2	14	0	38	168	1	4	1	153	5	0	31	0
		Passing %	74%	0%	75%	0%	15%	10%	67%	0%	29%	82%	100%	57%	33%	73%	100%	0%	91%	0%
		% Cohort Passed	50%	0%	64%	0%	9%	1%	5%	0%	15%	66%	0%	2%	0%	60%	2%	0%	12%	0%
2020	215	Taken	203	0	206	0	157	5	73	1	163	199	10	28	193	13	145	3	33	12
		Passed	160	0	162	0	25	1	29	1	74	153	1	6	119	9	95	3	32	5
		Passing %	79%	0%	79%	0%	16%	20%	40%	100%	45%	77%	10%	21%	62%	69%	66%	100%	97%	42%
		% Cohort Passed	74%	0%	75%	0%	12%	0%	13%	0%	34%	71%	0%	3%	55%	4%	44%	1%	15%	24%
<2020	39	Taken	35	1	35	2	16	2	4	0	19	38	0	1	31	0	25	0	0	0
		Passed	19	0	15	0	1	0	0	0	4	22	0	0	13	0	10	0	0	0
		Passing %	54%	0%	43%	0%	6%	0%	0%	0%	21%	58%	0%	0%	42%	0%	40%	0%	0%	0%
		% Cohort Passed	49%	0%	38%	0%	3%	0%	0%	0%	10%	56%	0%	0%	33%	0%	26%	0%	0%	0%
All	956	Taken	413	1	649	2	331	31	98	1	331	611	11	36	227	222	178	3	68	12
		Passed	308	0	440	0	57	4	43	1	128	465	2	10	133	162	113	3	64	5
		Passing %	75%	0%	68%	0%	17%	13%	44%	100%	39%	76%	18%	28%	59%	73%	63%	100%	94%	42%
		% School Passed	32%	0%	46%	0%	6%	0%	4%	0%	13%	49%	0%	1%	14%	17%	12%	0%	7%	1%

This data uses inclusion criteria similar to the Progress Report:

(A) The passing of an exam is included only if the student had never passed it previously.

(B) The failing of an exam is excluded if a student had previously passed it or passes it later in the same academic year.

(C) Multiple failures of the same exam in the same academic year (without passing) is counted only once.



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# Head of Operations Report

- Preparing rosters, proctors, room assignments, and testing Accommodations for P/SAT testing for Grades 10 and 11 on March 4th and Advisory trip train passes for Grades 9 and 12
- Prepared survey administration plan and campaign for DOE Parent and Student Surveys for 3/31 submission deadline
- DOE Teacher Survey to be administered on 3/4, Student Survey 3/16, and Parent Survey Distributed 3/12-3/12 at Student-Led Conferences
- Preparing NYSTL Textbook orders for March FAMIS purchasing deadline in concert with Finance Office and Instructional Leadership
  - NYSED Annual Visit scheduled for March 6th from 12:30-3:30pm
  - Covering 1 SNAS Vacancy, 1 Math/ENL Vacancy, .5 CDOS/Math Vacancy



# UPDATES!!!

**The Student Support Services Team**



# ODALIZ RODRIGUEZ

Leave Replacement  
12th Grade Academic Counselor



# KARILYN NUÑEZ

9th Grade  
Intervention  
&  
Family Support Counselor



# CLASS OF 2020 - GRADUATION PREPARATIONS

- **March, 2020**

- **Meeting with Administration and Ms.Rodriguez**

- Presentation of Current Non-Graduate Students

- Form for each student detailing their reason(s) for being a non-grad, ways that they can be assisted with future graduation and anticipated graduation date

- **Information Provided to the Board**

- Number of Students Currently Listed as Non-Graduates
    - Confidential spreadsheet provided to each Board Member listing Non-Graduate Students including causes, assistance given and anticipated graduation date

# CLASS OF 2020 - GRADUATION PREPARATIONS

- **April, 2020**
  - **Review of 12th Graders Eligible for Alternative Routes to Graduate**
    - Meeting with Administration and Ms. Rodriguez
      - **Culture Change** - Students encouraging students to retake the Regents exams until June of their 12th grade year if necessary
  - **Information Provided to the Board**
    - Number of students eligible for alternate routes to graduation will be provided in a spreadsheet to the board.

# CLASS OF 2020 - GRADUATION PREPARATIONS

- **May, 2020**
  - ***Identified August Graduates will begin APEX Courses in Approved Content Areas***
    - This will provide students with the number of weeks, days and hours allowable to receive the maximum number of credits per class (2 units) to graduate in August, 2020.
  - ***Information Provided to the Board Members***
    - Numbers of students taking APEX Courses to graduate in August, 2020
    - Spreadsheet will be provided with detailed number per content area

# 2020 -2021 MASTER SCHEDULE PROGRESS

- ***Advisory Class Presentations***

- Presentations are being held every Wednesday for the months of February and March, 2020
- Selection of elective classes
- Presentations are being run by the Student Support Services Team

- ***Master Schedule Team Meetings/Trainings***

- ***PowerSchool Training for building leadership***
  - First Training: January 30th - 31st
  - Second Training: March 31st - April 3rd
  - Third Training: May 20th - 21st
- ***Monthly Master Schedule Team Meetings***
  - Each department provided an updated listing of courses and descriptions for the 2020 -2021 Course Catalog
- 2020-2021 Course Request Environment on PowerSchool is being built for academic counselors to begin scheduling students

- ***Planned Scheduling Deadline: Friday, March 27th***



# TECHNOLOGY SUPPORT UPDATE

- ***StudentEd Information Services***

- Developed an Academic Counselor Dashboard on PowerSchool
- Aligned past/current courses to state courses code to fully activate Graduation Progress Planner in PowerSchool
- Currently working to correct issues with the 2018- 2019 course credit concerns

# Recruitment and Enrollment as of 2/14/20

<u>Powerschool</u>	<u>ATS</u>	<u>FTE</u>
945	946	926.94

\*includes 18 students with Zero Attendance, including 1 pending graduate; 11 Pending Discharge and 3 January Graduates

## School Mint Applications

Total Applicants for 2019-20: 1133

Applicants Verified: 358    Registration Complete: 1

Current Waitlist: 20    Offered: 0

Enrollments in Process: 0

Applicants for 2020-21 Lottery: 482

# Recruitment and Enrollment

20 Waitlisted:

- 9th Gr: 11
- 10th Gr: 8
- 11th Gr: 1
- 12th Gr: 0

1 Registrations In Progress/Offered/Complete: Gr 11=1

- PowerSchool Enrollment (946) as of 2/14/20 by Cohort:

Class of 2023 / Gr 9	228 / 243
Class of 2022 / Gr 10	210 / 304
Class of 2021 / Gr 11	254 / 190
Class of 2020 / Gr 12	215 / 208
Class of 2019 and prior	38

# Recruitment and Enrollment

- **Monthly Open Houses**

- 14 families were in attendance at our open house on 2/7
- Next Open House: 3/7 @10am

- **High School Fairs**

- Attended Launch Parent Teacher Conference on 2/5
- Attended Community Partnership Fair on 2/13
- Registered for NYC Charter Center-sponsored Fair on 3/21

- **WCHS Tours**

- 18 Community Partnership and Beginning with Children 2 students shadowed 7 of our 10th, 11th, and 12th grade students on 2/11 and 2/12
  - The classes they took were: Ceramics, Beat Making, Theater, Total Body Movement, Alegbra II, and Government

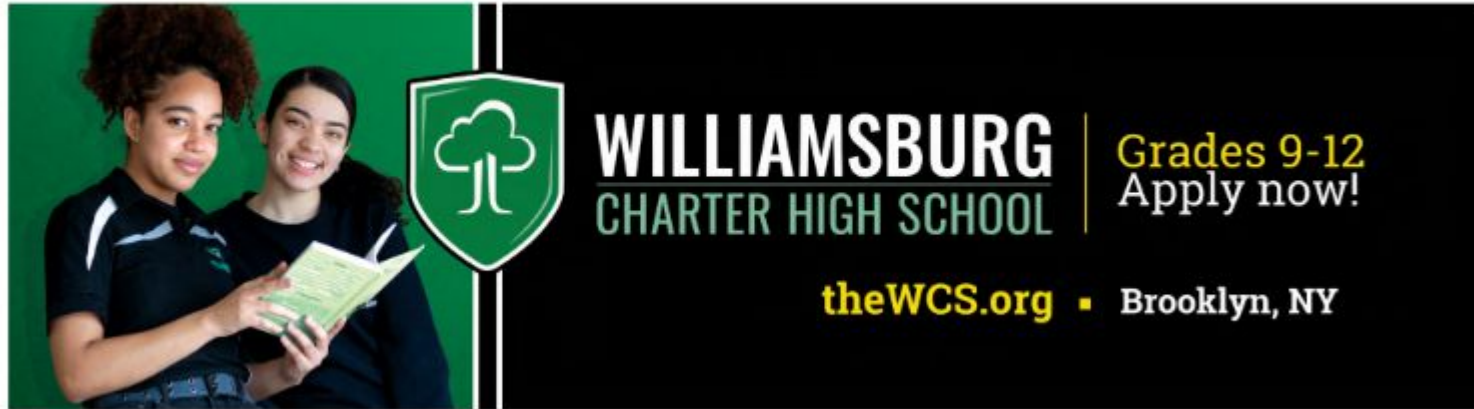
# Recruitment and Enrollment

- **February/March Outreach**
  - Friday, February 28th
    - IS 291
    - IS 383
    - PS 377
  - Friday, March 6th
    - IS 318
    - IS 71
    - MS 582
  - Friday, March 13
    - MS 126
    - MS 50
    - MS 84

# Recruitment and Enrollment

- Current Ads
  - OutFront Media Bus Tail 2/17-3/15

Bus Tail





# Recruitment and Enrollment

- Upcoming Ads
  - OutFront Media Bus Side Panel 3/1-3/31

Bus King



**WILLIAMSBURG CHARTER HIGH SCHOOL**

**CHOOSE YOUR FUTURE**

Apply for 2020-2021 today! | **Grades 9-12**

**theWCS.org**



# Recruitment and Enrollment

- Upcoming Daily News Email Blast
  - 45,000 emails in 10 zip codes on 2/26
  - Zip Codes: 11206, 11221, 11385, 11231, 11208, 11207, 11211, 11213, 11233, 11212



Looking for the best high school for your child?

¿Buscando la mejor escuela secundaria para su hijo?

The Williamsburg  
Charter High School

**APPLY NOW!**

For the 2020 - 2021 school  
year lottery!

Visit Us >>  
[www.thewcs.org/apply](http://www.thewcs.org/apply)



Applications due April 1st by 6pm!

¡Las solicitudes deben presentarse el 1 de abril a las 6 pm!

The Williamsburg  
Charter High School

**¡SOLICITA AHORA!**

La lotería del año escolar  
2020 - 2021

Visite >>  
[www.thewcs.org/apply](http://www.thewcs.org/apply)



The Williamsburg Charter High School unites youth, families, staff, teachers and the community at large in providing young people with the tools necessary to make sense of the world, preparing them in their journey to become citizens of the local and global community. Young people will accomplish this through participation in a liberal arts education that includes language, literature, writing, science, history, mathematics, the visual and performing arts, technology and explorations in disciplines designed to teach justice, independent thinking, respect and compassion for themselves and others as well as the skills of critical thinking, communication and research.

# Human Resources

- **Recruiting**

- Welcomed a new Intervention & Family Support Counselor to complete the 9th grade team.
- Revised job descriptions for all positions will be posted in February on WCS.org to expand our pipeline
- Faculty School Spirit initiative will gather quotes for our website
- Job fairs each month January through May. \*April's job fair will be our own, hosted here at school.

- **Benefits**

Renewal meeting forewarns 11% market increase and 1.5%

- Introduced numerous cost containment strategies to keep us close to level without changing carriers
- Sending a Survey to staff and negotiations in March. Goal is to have a number before end of March for the budget

Submitted numbers for our 5500 Erisa filing due Jan. 31st.

PFL Compensation rose 5% (now 60% salary, capped at \$841) as did the cost (to .27 of gross salary).

- **HR Compliance / PDs and training**

- PFLAG for Security Staff and Ops was a success. PFLAG returns in August 2020
- The EEOC address all staff during the first week back to school in August.
- Submitted BEDS by February 14th deadline
- Working to find Implicit Bias and other options for PD Wednesdays



# Finance

## WCHS Financial Update February 25, 2020

As of January 31, 2020 total collected revenue for the period is \$9,907,864 million and total expenses for the period are \$9,383,247 million.

Total Excess of revenue over expenses for the period is \$524,616

<b>Total Assets</b>	<b>\$15.0 million</b>
Total cash	\$10.8
Total Fixed Assets	\$2.1
Building Deposit	\$1.5
Total Liabilities	\$11.8(*)

\* Primarily – Deferred Rent of \$9,641,872 million.



# Facilities

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

1. There were no school visits from the Department of Health
2. One HVAC control board required a replacement for a heating unit on the 8<sup>th</sup> floor. All other units functional
3. School lighting maintenance program shows three light ballast requiring replacements at the schools front exterior of the building
4. Facilities is prepared for any snow emergencies and are tracking weather updates daily
5. The schools stair hand railings were repaired for looseness. A proposal is being prepared to anchor the railings to prevent from screws coming loose due to student usage causing the railings to become unstable.



# Facilities

	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>
<b>DOB</b>	<b>0</b>	<b>0</b>	<b>0</b>			
<b>ECB</b>	<b>0</b>	<b>0</b>	<b>0</b>			
<b>DOH</b>	<b>2</b>	<b>0</b>	<b>0</b>			

1. There were no school visits from the Department of Buildings, Environmental Control Board or Department of Health for the month
2. One Heating & Air conditioning unit was installed in the attendance office Room 124 due to the room not having air supply
3. Con Edison is scheduling a new light bulb replacement for the school to assist in reducing energy at the Brooklyn Power Plant, This exchange is free of charge and will commence during the summer break 2020
4. Facilities has continued to be prepared for any snow emergencies and are tracking weather updates daily



# Facilities

Fire Department Certifications Update 2020		
Fire Safety Director	<b>F85</b>	R James
Deputy Fire Safety Director	<b>F85</b>	T Johnson
Supervision of Fire Alarm System	<b>S95</b>	R James
City Wide Sprinkler Systems	<b>S12</b>	R James
City Wide Standpipe Systems	<b>S13</b>	R James
Fire Emergency Drill Conductor	<b>W0 7</b>	R James
Fire & Non Fire Drill Conductor -K12	<b>D10</b>	V Jacobson
Supervision Non Production Chemical Lab	<b>C14</b>	M Solomon
Supervision Non Production Chemical Lab	<b>C14</b>	S Hunt
Super Fuel & Piping	<b>P98</b>	R James



# Safety

	Dec	Jan	Feb	Mar	Apr	May	June
Altercations	6	5	3				
NYPD Visits	0	4	0				
EMS Visits	0	1	0				
FDNY Visits	0	1	0				

1. There five (3) student altercations three (2) on property & one (1) off property for the month. No serious injuries reported. Parent notifications, meetings and mediations were conducted to avoid further occurrences
2. There were no (0) NYPD (Police) visits to the school for the month,
3. There were no (0) EMS (Emergency Medical Service)visits to the school for the month
4. There were no (0) FDNY (Fire Department) visits to the school for the month
5. The Safety department is fully staffed at this time.





# Accountability and Development

## Accountability

- NYSED Notice of Concern issued on February 10, 2020 re: school climate and ELL enrollment
- NYSED Site Visit on March 6 - document and responses due March 2
  - Areas of focus:
    - Benchmark 1: Student Performance
    - Benchmark 3: Culture Climate, and Family Engagement
    - Benchmark 8: Mission and Key Design Elements
    - Benchmark 9: Enrollment, Recruitment, and Retention
- NYSED Title I Desk Audit revisions March 10
  - Revisions to Parent and Family Engagement Policy will be presented at March Meeting, reviewing draft with parents on 2/26

## Development/Marketing

- \$5,000 Donation from Building Hope for bus advertisements
- February 7, 2020 Pine Box fundraiser recap: **\$115 raised**
  - **Total scholarship funds raised: \$1,460**
  - Pine Box offered to host fundraiser monthly
  - Setting date with Tiltz
- Jeremy Kronenberg requested to rename the [Theater Scholarship](#) to the “**Gabriella Deen Award for Excellence in Theatre**” in honor of student who passed away in 2018
- 360 tours of a classroom, the library, the art room, the recording studio, the dance studio, and the cafeteria
- Promoted Brooklyn Teacher Fair on 2/8, Barclays Center Game on 2/9, WCHS Teacher Fair 4/25, AIDS Walk on 5/17
- Coordinating release of recording studio music video with Mr. Ferguson

