



MINUTES
Board of Trustees Meeting
February 25, 2020

The meeting was held at: 198 Varet Street, Brooklyn, NY 11206

PRESENT

Samuel Rivera, Trustee
Manuel Morales, Trustee
Karl Richards, Staff Rep.

GUESTS

Lester Samson, Head of School I.A.
Ellen Eagen, Attorney
Mary Kenny, Minutes Transcriber
Matthew Carena
Tara Richards
Raymond James
Shalanda Douglas
Natalie Naftel
Bao Nguyen
Fausto Junior Gomez
Karilyn Nunez
Victor Castillo
Odaliz Rodriguez
Christine Posillico
12th Grade Presenters

Val Jacobson, Head of Ops
Kate Manion
Luke Hagen
Erminia Errante
Jahi Bashir
Adrian Caballero
Kathy Fernandez
Ryan Fuller
Ivette E. Cruz
Yahaira Simon
Belndardina Madera
Ann Leghorn
Anjelica Romero
David Medina

EXCUSED

Lourdes Putz, Chair; John Witherspoon, Trustee; *Charles Hobson, Trustee (deceased)

1. WELCOME AND INTRODUCTIONS

The meeting was called to order at 6:10 pm. Mr. Rivera noted that the agenda would be amended to exclude Approval of Board Minutes due to a lack of quorum. Everyone in attendance introduced themselves.

2. CHARLES HOBSON IN MEMORIAM

Mr. Rivera spoke about the sudden loss of a dear board member, Charles Hobson. He passed away the week prior. Mr. Rivera stated this loss will be felt deeply throughout the whole community. He held a moment of silence. Ms. Eagen and Ms. Manion paid tribute to Mr. Hobson.

3. ALBERTO CRUZ GOLDEN APPLE AWARD

Mr. Samson presented Erminia Errante with the Alberto Cruz Golden Apple Award for the month of February.

4. GOVERNMENT AND ECONOMICS ENTREPRENEUR PROJECTS

Mr. Fuller introduced three groups of seniors who presented projects from his Government and Economics class. Students were tasked with creating mobile businesses to service or provide goods to different populations. Students came up with mobile healthcare, tax accountant, and tutoring service business ideas.

5. HEAD OF SCHOOL, ACADEMY LEADER REPORT AND STUDENT SUPPORT SERVICES

Mr. Samson provided the instructional update. Instructional walks and classroom observations are ongoing. The school is preparing responses for the NYSED site visit on March 6. Upcoming events and projects include student led conferences,



creation of the 2020-21 master schedule and student registration, and attendance at two conferences: A Dream Deferred (March 11-13) and Prepare (April 23-24). The instructional team is working to improve CDOS classes, curriculum alignment and rigor for 2020-21.

Mr. Nguyen and Mr. Caballero recapped 9th and 10th grade workshops and events including Black History Month and Valentine's Day celebrations, student council, a gun violence workshop, Honor Roll lunch, Senior Mentors, participation in the Glamourgals volunteer program, and a presentation from the Opportunity Network about SAT prep and summer internships.

Ms. Richards introduced the new Intervention and Family Support Counselors, Odaliz Rodriguez and Karilyn Nunez. Ms. Richards reviewed graduation preparations and will provide a confidential spreadsheet next month of all non-graduates. The spreadsheet will include causes, guidance provided, and anticipated graduation dates. She also discussed APEX course progress for credit recovery. Ms. Richards provided a 2020-21 Master Schedule progress update.

Ms. Eagen asked Ms. Richards to keep track of any issues colleges or universities may be having with our transcripts. Ms. Eagen also noted that the school should be carefully considering the five year graduation benchmark and what it implicates for student programming.

6. HEAD OF OPERATIONS REPORT

Ms. Jacobson provided an update on January Regents Pass Rates, which were the following: English Common Core (51%), Algebra Common Core (22%), Geometry Common Core (0%), Algebra II Common Core (13%), Earth Science (8%), Living Environment (15%), Chemistry (0%), Physics (0%), Global Studies (29%), Global Studies (32%), U.S. History and Government (47%). Ms. Jacobson stated that January test-takers are the population of students who have taken the test before and are trying again.

Ms. Jacobson also presented College Readiness Scores. 27%, 9%, and 13% of students who took the January English Common Core, Algebra Common Core, and Algebra II Common Core scored a 75 or above on their Regents. She noted that this is an improvement. The Board discussed credit accumulation, transcripts and accountability.

Ms. Jacobson provided the operations update. The operations team is 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. The operations team prepared and distributed materials for administration of the NYC DOE School Survey. She is preparing NYSTL Textbook orders for the March FAMIS purchasing deadline in concert with the Finance Office and Instructional Leadership. NYSED will be visiting on March 6th from 12:30-3:30pm. The school has the following vacancies: 1 SNAS, 1 Math/ENL, .5 CDOS/Math.

7. RECRUITMENT AND ENROLLMENT

Ms. Jacobson provided the Recruitment and Enrollment update on behalf of Ms. Gomez. Enrollment in PowerSchool and ATS is 945 and 946, respectively. The FTE is 926.95. Ms. Jacobson stated that three students graduated in January. 20 students are currently on the waitlist. The Board discussed ways of successfully admitting waitlisted students at this time of year.



Ms. Jacobson summarized 2020-21 lottery marketing efforts, including monthly open houses, attendance at school fairs, school tours, middle school visits, bus advertisements, Daily News email blasts, and online free listing postings.

8. HUMAN RESOURCES

Ms. Manion presented the Human Resource slide in Ms. Keller's absence. Two new Intervention and Family Support Counselors were hired; she is updating job descriptions and posting to the website; she is implementing a school spirit initiative amongst staff to collect quotes about why staff like working at WCHS; and Ms. Kellar will be organizing a job fair at the school in April. Ms. Kellar is evaluating benefits renewal packages and submitted the school's Erisa filing on January 31. She will be facilitating HR compliance and professional development training in August.

9. FINANCE

Ms. Fernandez reported that as of January 31, 2020, the total collected revenue for the period was \$9,907,864 and expenses were \$9,383,247 with a surplus of approximately \$524,616. Total Assets are \$15,000,000 with a deferred rent of \$9,641,872.

The Board discussed the cost of substitute teachers and the impact of enrollment on the budget.

10. FACILITIES AND SAFETY

Facilities

Mr. James reported that there were no visits from the Department of Health or Department of Buildings. One heating/air unit was installed. Con Ed is scheduling a bulb replacement for the school free of charge. All fire certifications are up to date.

Safety

Mr. James reported that there were three student altercations on school property and one off property. There were no NYPD, EMS, or FDNY visits.

11. ACCOUNTABILITY AND DEVELOPMENT

Ms. Manion stated that the school was issued a Notice of Concern on February 10 from NYSED regarding school climate and ELL enrollment. The NYSED site visit will occur on March 6 and site visit response prompts are due March 2. Areas of focus are Benchmark 1: Student Performance, Benchmark 3: Culture, Climate, and Family Engagement, Benchmark 8: Mission and Key Design Elements, and Benchmark 9: Enrollment, Recruitment, and Retention. Ms. Manion submitted revisions to the NYSED Title I Desk Audit on March 10. She will be presenting proposed revisions to the Parent and Engagement Policy on February 26 and will be presenting to the Board on March 17.

Ms. Manion reported that Building Hope on behalf of Paul Leleck made a generous donation of \$5,000 to the school to assist with bus advertisement costs. School staff raised \$115 at a recent scholarship fundraiser. The school has raised \$1,460 for student scholarships so far.

The theater teacher, Jeremy Kronenberg, requested to rename the Theater Scholarship to the "Gabriella Deen Award for Excellence in Theatre" in honor of a former theater student who passed away in 2018.



Ms. Manion is also coordinating 360 tours of a classroom, the library, the art room, the recording studio, the dance studio, and the cafeteria. She promoted Brooklyn Teacher Fair on February 8, Barclays Center Game on February 9, the WCHS Teacher Fair April 25, AIDS Walk on May 17, and is coordinating the release of recording studio music video with Mr. Ferguson.

11. ADJOURNMENT

All were in favor.

12. EXECUTIVE SESSION