WILLIAMSBURG
CHARTER HIGH SCHOOL

WCHS Board Meeting Agenda
December 15, 2020
6:00pm

1. Welcome and Introductions

2. Approval of Board Minutes

3. Strings of Mercy Performance

4. Academics

5. Parent Leadership Council Update

6. Operations

7. COVID Safety & Emergency Preparedness Updates
   a. Safety
   b. Facilities

8. Recruitment and Enrollment

9. Finance

10. Accountability and Development

11. Executive Session

Agenda

1. Approval of Board Minutes
2. Strings of Mercy Performance
3. Academics Report
4. Parent Leadership Council Update
5. Operations Report
6. COVID Safety & Emergency Preparedness Updates
7. Recruitment and Enrollment
8. Finance
9. Accountability and Development
10. Mr. Kronenberg Holiday Video

Strings of Mercy

Academics Report

- 56% of students are failing one or more classes
- 30% of students are failing four or more classes
- 16% of students are failing six or more classes
- 4% of students are failing eight or more classes
- Academic Counselors are meeting with each student
- Advisory teachers are following up with each student
- Administrative team will check in with teachers the second week of January to examine student incomplete progress; One week intensive sessions will be offered based on student need.

Senior Class Data

- We have 252 Seniors Enrolled

- 126 seniors with at least one incomplete

- 70 students who were on track towards graduation, received an incomplete for T1 in a class that is needed towards graduation

- 150 seniors passed all classes needed for graduation in T1

Senior Class Data

APEX:

- Thirty-six students were offered an opportunity to take apex. Only 18 attended orientation for Trimester one enrollment and are currently enrolled in a course.
- Sixteen of the 18 enrolled are class of 2021 students.
- Sixteen could potentially graduate in June if they pass their APEX classes and all classes for T1-T3.
- Of the 18 enrolled, 10 have shown slow progress and 2 have not accessed the APEX platform at all.
- Students have until January 4th to complete the Apex course. Otherwise they will be removed from the program. Communicated in email and phone conference.

Parent Leadership Council

Come Join Us for the Last Meeting of the Year

Parent Leadership Council
PLC
Meeting December 10th at 6 pm

A Year in Review
Guiding our Scholars Path Part 1

Special Guest
Believe and Inspire
Guest Speaker
Michaela Boruta

Believe and Inspire's mission is to empower youths to learn more about financial literacy, career and internship preparation, and other life skills to help them succeed long-term

Parent Coordinator Ms. Pink
Surviving Pandemic Times

What You Need to Know
Trimester 1 & 2

Community Table
Open Parent Discussion

Home for The Holidays Raffle

Don't Miss this Meeting!!!
Check Your Email for Login Information

MS. MICHAELA BORUTA
PROGRAM MANAGER
BELIEVE & INSPIRE
HTTPS:BELIEVEANDINSPIRE.ORG/

Benefits of taking our programs and what students walk away with, among others:

- Setting up S.M.A.R.T. Goals
- A full resume
- A template of a cover letter
- Knowing how to navigate an interview process
- Learning about professional and workplace etiquette
- Developing communication habits
- Building confidence
- Creating a personal budget

- Understanding spending and saving habits
- Learning how to open a bank account
- Understanding differences between debit and credit
- Using debit vs credit cards
- Navigating college admissions & financial aid
- 2 complete college essays
- A digital portfolio

Parent Leadership Council
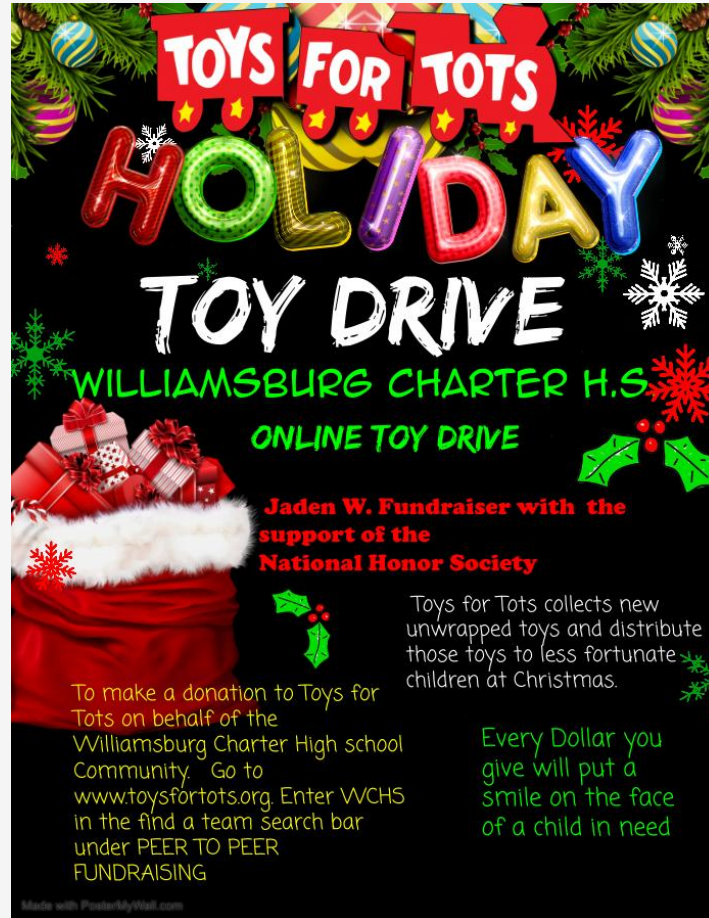
Operations Report

- Attendance by Cohort as of 12/4/20:
    - Daily Auto-calls
    - Weekly Letters
    - Grade Team Outreach
    - Ops follow up with Pending/Zero Attend
    - Attendance Team outreach to students with Low Percentage Attendance
    - Virtual Home Visits
    - Missed/"Cutting" Class Letters
    - Advisory Question of the Day Grade Level Reminder Emails & Incentives

Cohort	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
2024		81.8%	88.3%	83.9%	87.9%							85.1%
2023		88.3%	82.3%	79.3%	80.3%							83.0%
2022		84.5%	80.9%	80.2%	82.6%							81.8%
2021		83.4%	77.5%	75.6%	78.0%							78.6%
<2021		27.6%	21.1%	16.1%	16.3%							21.3%
School		81.9%	79.4%	76.8%	79.2%							79.4%

Attendance Rates by Month

Monthly School Attendance Rates
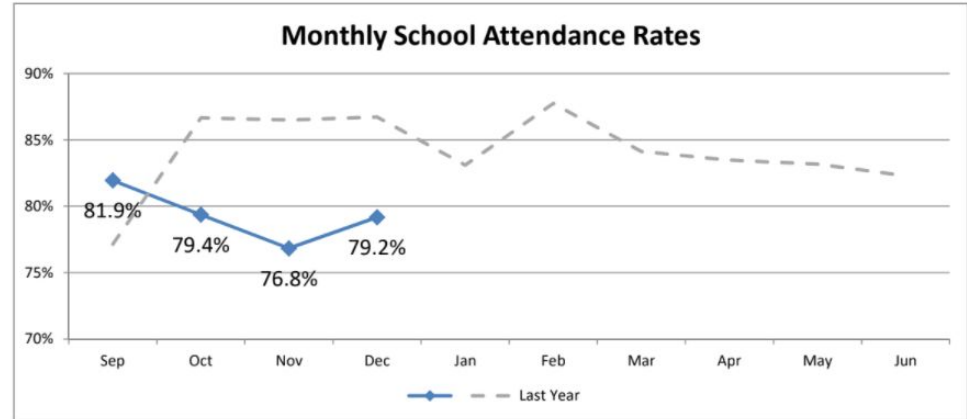
Operations Report
Technology Inventory as of 12/11/20

of Laptops on WCHS Inventory List: 606

# of Laptops loaned to Students: 568

# of Laptops Remaining in stock at WCHS: 24

# of Laptops Broken/in need of Repair in stock at WCHS: 14

# of Laptops on Order 7-31-20: 340 expected on 12/15/20 (received 20 on 12/11/20)

# of Laptops on Order 8-25-20: 963

# of Laptops Received by 12-11-20: 220

# of 9th Graders Requesting Laptops 9/25/20: 200

# of 9th Graders Requesting Laptops 11/20/20: 31

# of 10-12th Graders Requesting Laptops 11/20/20: 27

Total # Requesting Laptops as of 12/11/20: 36

# of Wifi Hotspots Ordered: 250

# of Wifi Hotspots Requested: 129

Wifi Hotspots Distributed: 37

COVID Safety & Emergency Preparedness

- WCHS is not currently in a Cluster Hot Spot Zone
- 0 Cases of reported COVID in December at WCHS
- No changes to yellow zone requirements

- **Mandated Closure:** Effective immediately, schools that have been identified as being in a Red or Orange Zone are no longer required to close in-person instruction following designation. Schools in Red or Orange Zones may remain open but are subject to strict adherence to DOH guidance. Additionally, schools in Red or Orange Zones must complete an attestation on the school survey demonstrating their compliance with the testing requirements found below.

- **Requirements of Schools in Red Zones:** Schools in Red Zones must test 30% of the on-site school community (including students, faculty and staff) for COVID-19 for the month following the announcement of a Red Zone designation. Testing should be proportionately spread across the month with 10% the maximum/minimum to be tested biweekly.

COVID Safety & Emergency Preparedness

- **Requirements of Schools in Orange Zones:** Schools in an Orange Zone must test 20% of the on-site school community (including students, faculty and staff) for COVID-19 for the month following the announcement of an Orange Zone designation. Testing should be proportionately spread across the month with 10% the maximum/minimum to be tested biweekly.

- **Schools in either an Orange or Red Zone:** In the event that random sampling generates 9 or more positive cases, or if for a sample size of more than 300 weekly tests achieves a positivity rate of 2% or higher in New York City, or 3% outside of New York City, your school will be required to return to remote instruction.

- In addition to the requirements listed above, additional requirements must be followed for schools within Red or Orange Zones to remain open for in-person instruction. Please see the full details in the attached *Interim Guidance on COVID-19 Testing Requirements for Public and Non-Public Schools Located in Areas Designated as "Red" or "Orange" Cluster Zones Under the New York State Cluster Action Initiative (12/4 Update)* for all requirements that need to be followed.

COVID Safety & Emergency Preparedness

Testing Options

To ensure that students, faculty and staff have been tested for COVID-19, schools have the following options:

- Schools can accept written test results from healthcare providers;
- Schools can have students, faculty, and/or staff go to a test site run by New York State to have specimens collected for testing;
- Schools that currently have a **limited-service laboratory (LSL) registration** can add COVID-19 antigen testing to their existing LSL registration, request to receive rapid tests from the state and perform testing on their students, faculty, and staff;
- Schools can become approved to perform testing by obtaining an LSL registration and once approval is granted, request to receive rapid tests from the state and perform testing on their students, faculty, and staff;
- Schools can utilize **pooled testing.** However, pooled testing must be conducted by a laboratory that is approved to conduct diagnostic pooled testing so that individuals receive their test results and they can be reported to the state.
- Schools can partner with regional health providers that have an LSL or are willing to request an LSL.

NEW YORK STATE | Department of Health

COVID Safety & Emergency Preparedness

LSL Partnerships

- Schools, particularly those in a designated zone, should contact **their LHDs**, and **other local health care partners** to establish partnerships and make arrangements for deployment of these tests in their school setting to facilitate the required testing of students, teachers, and staff attending in-person.

- To find a partner who has a limited-service laboratory (LSL), you can visit this website: https://www.wadsworth.org/regulatory/clep/limited-service-labs

- Additionally, the Department can assist with partnering a school with a community partner and schools should contact SchoolQuestionsCOVID@health.ny.gov if they are interested.

NEW YORK STATE OF OPPORTUNITY. | Department of Health

COVID Safety & Emergency Preparedness

Test Kits

- NYSDOH is continuing to provide rapid testing kits for COVID-19 to local health departments (LHDs), hospitals, pharmacies, and other health care providers at no cost so long as testing is:
  - open to the public
  - offered free of charge,
  - and prioritizes vulnerable and at-risk populations that may not currently have equitable access to testing.
- NYSDOH is also providing rapid testing kits for the virus that causes COVID-19 to schools. The tests being provided are the Abbott BinaxNow antigen tests.
- To be eligible for the free testing, schools must be current with their daily reporting to the dashboard as required under E.O. 202.61.
- LHDs have been advised to request enough testing resources to support weekly testing of 20% of the in-person student, staff, and teacher populations within the yellow zone in their area for as long as such schools remains in the yellow zone. Department of Health
- LHDs may also have the test kits sent directly to the partnering provider(s).

Safety

1-No student issues were reported to include cyber bullying or any other occurrence during the month

2-No NYPD or FDNY visits for the month

3-Safety Covid-19 Temperature Checks & Screening Form scans were ongoing & conducted at our main desk for students, staff & visitors each day

4-Elevator #2 Security Camera is out of service, During an elevator inspection it was confirmed that defective wiring was the cause & is scheduled for repair. The elevator camera system was not a part of the elevator inspection.

Facilities

1-All heating units are operational at this time & are on timers.

2-A Semi annual Fire Alarm equipment inspection & test was conducted on 11/24/20 with no issues reported

3-An Elevator inspection was conducted on 11/24/20. A Two way voice communication defect was corrected and will be filed with the NYC DOB

4-Snow salt and snow removal equipment are available and ready for snow emergencies

5-The schools annual water Back Flow was tested on 12-10-20 and will be updated with the NYC DOB

Recruitment and Enrollment 12/10/20

Powerschool	ATS	FTE
980	980*	959.5

*ATS includes 3 January Graduates, 3 Pending Discharge and 17 with Zero Attendance

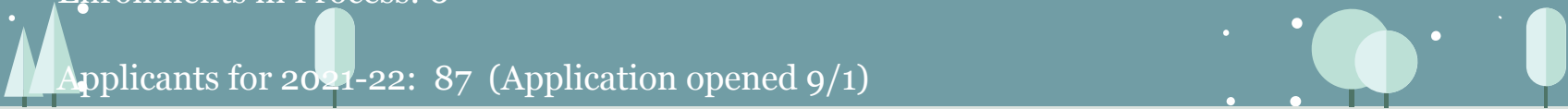**School Mint Applications**

Total Applicants for 2020-21: 1025

Applicants Verified: 269   Registration Complete: 0

Current Waitlist: 44   Offered: 2
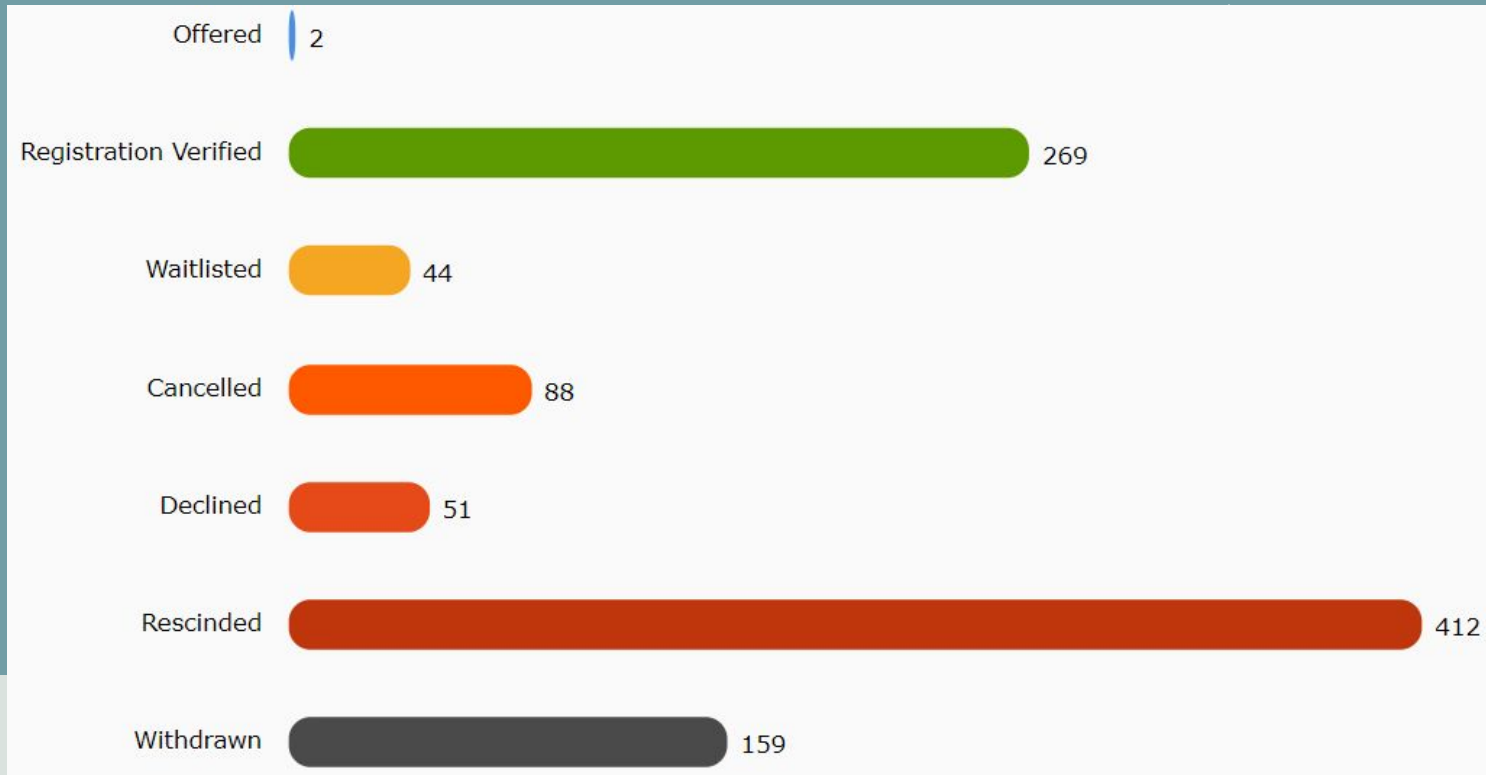
Enrollments in Process: 0

Applicants for 2021-22: 87 (Application opened 9/1)

Recruitment and Enrollment

2020-21 Lottery Registration Numbers as of 12/10/20

- Registration and Verification is ongoing as we follow up with Offers made

Recruitment and Enrollment

2020-21 Lottery Registration Numbers as of 12/10/20

- Applicants = 1025

9th	10th	11th	12th	Total
810	124	67	24	1025

- Offered: 2

9th	10th	11th	12th	Total
2	0	0	0	2

- Waitlist = 44

9th	10th	11th	12th	Total
1	27	1	15	44

Recruitment and Enrollment

2020-21 PowerSchool Enrollment by Grade and Class as of 12/10/20

Grade Level	Total in Grade	2016	2017	2018	2019	2020	2021	2022	2023	2024
9	240 105 / 135	0 0 / 0	0 0 / 0	0 0 / 0	0 0 / 0	1 1 / 0	0 0 / 0	1 0 / 1	13 6 / 7	225 98 / 127
10	299 144 / 155	1 1 / 0	0 0 / 0	2 1 / 1	1 1 / 0	7 3 / 4	19 12 / 7	38 14 / 24	231 112 / 119	0 0 / 0
11	187 87 / 100	0 0 / 0	0 0 / 0	0 0 / 0	1 1 / 0	0 0 / 0	9 5 / 4	177 81 / 96	0 0 / 0	0 0 / 0
12	254 126 / 128	0 0 / 0	1 1 / 0	5 2 / 3	6 4 / 2	18 10 / 8	224 109 / 115	0 0 / 0	0 0 / 0	0 0 / 0
Total	980 462 / 518	1 1 / 0	1 1 / 0	7 3 / 4	8 6 / 2	26 14 / 12	252 126 / 126	216 95 / 121	244 118 / 126	225 98 / 127

Recruitment and Enrollment

Open Houses:
- Conducted Virtual Open House 12/5/20 at 10am - 4 attended
- Next WCHS Virtual Open House 1/9/21 at 10am
- Attending Community Partnership Middle School Virtual Open House scheduled next Monday, 12/14/20
- NYC Charter Center Virtual HS Fair Tentatively Spring 2021

Social Media Outreach:
- Email Blast to WCHS Mailing List 12/2/20 (N=83, 47% opened)
- Customizing SchoolMint Application page
- Updating Google Ads and Google AdWords

Other:
- Common Application Launch for 2021-22 application on November 9 with upcoming NYC Charter Center marketing
- Outreach to Middle Counselors at feeder schools
- Planning Vanguard and/or Daily News postcard mailing

Finance

WCHS Financial Update
Board Meeting – Dec 14, 2020

As of **November 30, 2020,** total collected revenue for the period is $7,046,680 million and total expenses for the period are $6,354,185 million.

Total Excess of revenue over expenses for the period is $692,495

Total Assets	$18.8 million
Total cash	$14.5
Total Fixed Assets	$2.1
Building Deposit	$1.5
PPP Loan	$2.0
Total Liabilities	$14.4(*)

* Primarily – Deferred Rent of $10,155,049 million.

Note:
- **Not-for Profit Property Tax Exemption application was submitted 12/3/2020**

Accountability and Development

Accountability

- NYSED 2019-20 Site Visit Report, corrections due the 18th
  - Per the February 2020 Notice of Concern, WCHS will continue to work on increasing ELL enrollment and will update the CSO regarding its ELL enrollment
  - WCHS will continue to engage with members of the school community regarding bullying prevention and will ensure that all staff and teachers are aware of the school's DASA policy and receive appropriate DASA training.
- Updates to Safety Plan
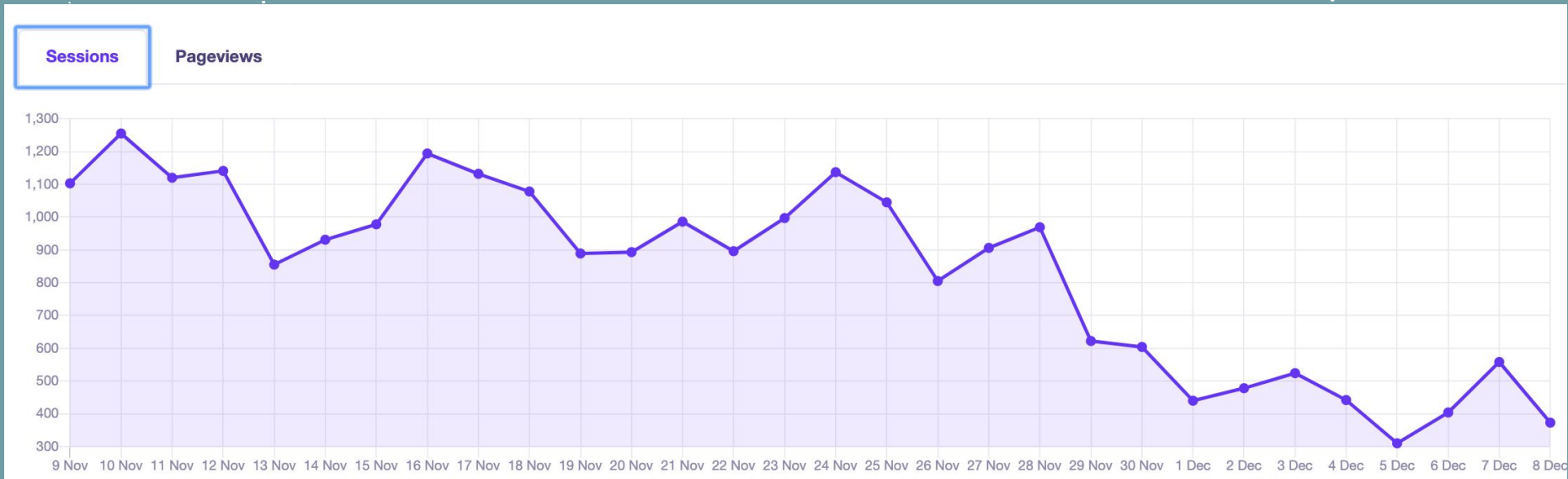- Submitted Title IV Data Collection Survey (2019-20 SY)

Community

- End of year holiday cards
- Toys for Tots Campaign

Accountability and Development

Website

Accountability and Development

Website

Top 10 Countries ⓘ

	Country	
1.	🇺🇸 United States	16,715
2.	🇵🇷 Puerto Rico	1,732
3.	🇩🇴 Dominican Republic	1,555
4.	🇪🇨 Ecuador	758
5.	🇮🇳 India	676
6.	🇬🇹 Guatemala	536
7.	🇵🇪 Peru	362
8.	🇨🇴 Colombia	262
9.	🇧🇩 Bangladesh	230
10.	🇲🇽 Mexico	183

Top 10 Referrals ⓘ

	Referral	
1.	niche.com	10
2.	m.facebook.com	6
3.	p12.nysed.gov	5
4.	l.facebook.com	4
5.	publicschoolreview.com	4
6.	facebook.com	2
7.	justinapupalo-portfolio.glitch.me	2
8.	popcode.org	2
9.	app.buzzstream.com	1
10.	apps.informationevolution.com:160	1

Accountability and Development

Website

Top Posts/Pages ⓘ

1.	Apply to WCHS - WCHS	26,285
2.	Home Page - WCHS	2,619
3.	Power School - WCHS	809
4.	Calendar - WCHS	561
5.	Faculty and Staff - WCHS	241
6.	WCHS COVID-19 (Coronavirus) Portal - WCHS	201
7.	Social Emotional Academies - WCHS	149
8.	Contact Us - WCHS	139
9.	Academics - WCHS	137
10.	About WCHS - WCHS	128