



MINUTES
Board of Trustees Meeting
September 20, 2021

The meeting was held via Google Meets at 6:05pm.

PRESENT

Lourdes Putz, Chair
Samuel Rivera, Trustee
John Witherspoon, Trustee
Manuel Morales, Trustee
Kathleen Gaffney, Trustee

GUESTS

Jahi Bashir, Head of School I.A.
Ellen Eagen, School Attorney
Over 39 Virtual Participants

Val Jacobson, Head of Ops
Mary Kenny, Minutes Transcriber

1. WELCOME

Ms. Putz welcomed everyone to the meeting and asked the Board to introduce themselves to new parents and students.

2. APPROVAL OF BOARD MINUTES - JULY AND AUGUST 2021

- Mr. Morales made a motion to approve the July, 2021 Minutes. Ms. Gaffney seconded the motion. All were in favor.
- Mr. Morales made a motion to approve the August, 2021 Minutes. Ms. Gaffney seconded the motion. All were in favor.

3. ACADEMICS

Shante Martin reported. Staff are now receiving Weekly Wolverine mailings. Parent Town Hall Meetings are occurring weekly on Thursdays. Parent Orientations took place for each grade level. 32 students are participating in remote learning. Families are aware of the deadline to apply. The Intervention and Family Support Counselors have been hosting weekly Substance Abuse and Prevention Groups.

4. OPERATIONS

Ms. Jacobson has been hosting weekly Town Hall Meetings with Mr. Bashir weekly on Thursdays. These meetings will occur through September 30. Operations staff prepared schedules, rooms, supplies, and trainings for the first day of school on September 9. E-Rate equipment and network upgrade is in process. The first install was on July 22. Round 1 Emergency Connectivity Funding (ECF) application was submitted on August 13. The application requested 250 wifi hotspots and 25 Surface tablet/laptops for July 21-June 2022. The Round 2 ECF application period is September 28-October 13. She will ask for additional wireless access points and iPads for teachers to provide remote instruction. Laptops are being distributed daily during lunch periods as part of the school's 1:1 laptop program. Interviews are being conducted for the HR Manager position as well as for hall monitors. The school hosted a recruitment fair in search of additional teachers. Implementation of Canvas, Swipe, GoGuardian, and PowerSchool data dashboards are ongoing. Website revisions are in progress.

5. COVID SAFETY AND EMERGENCY PREPAREDNESS

Ms. Jacobson stated that according to the CDC, COVID transmission in Kings County is High. The 7-day rolling average in NYC is 2.92% and 3.62% in 11206 according to nyc.gov. 46.68% of people in 11206 are fully vaccinated. The Delta variant accounts for 98% of cases in NYC.

Ms. Manion is submitting school data to the NYS COVID Report Card Portal daily. She, Ms. Jacobson, and Ms. Eagen met with BioReference Labs. Implementation of the NYC DOE Student COVID-19 Screening Testing Program will commence shortly. Onsite PCR tests will be conducted weekly. Up to 10% of unvaccinated students who consent to be tested are eligible. Results will be available in 48 hours. Ms. Manion and Ms. Jacobson are creating forms for the mandatory vaccination status collection for staff and high risk sports. They met with BRI, a community health organization offering mobile vaccination sites at charter schools and are also working on COVID-19 vaccine promotion and education.

6. SAFETY/FACILITIES

Mr. James stated that two incidents were reported at school, and two incidents occurred off property. The NYPD visited the school to introduce representatives from the Transit Department. Daily temperature screenings were conducted for students, staff, and visitors. Bag checks and metal detection screens occurred. Hallway sweeps commenced the week of September 2. One Safety Officer resigned and one Safety Officer was reinstated from furlough.

Three air conditioning compressors had to be replaced at the beginning of the 2021-22 school year. The school has been able to reduce the numbers replaced per year due to an upgraded maintenance and service plan with Anthony Cooling. At this time, the school's roof is in need of repair due to wear, tear, and inclement weather. The drainage system will also need repair. Mr. James stated that the summer of 2022 would be the ideal time to conduct this project with the Board's approval. The Board agreed this was an important thing to discuss.

Mr. Morales provided an update on the potential gym on the property next door. He met with three architects and formally interviewed two. The Board ultimately chose to work with Loci Architecture PLLC as they have experience with charter schools. The time frame for completion is now estimated to be at the end of next school year.

- Mr. Morales made a motion to accept the proposal of services from Loci Architecture PLLC. Mr. Rivera seconded. All were in favor.
- Mr. Rivera made a motion to retain the law firm of Kaufman, Friedman, Plotnicki and Grun for lease negotiations with Tony Vasso's lawyer. Mr. Witherspoon seconded the motion. All were in favor.

7. ENROLLMENT AND RECRUITMENT

Ms. Jacobson reported that enrollment in PowerSchool and ATS is 980. The ATS enrollment includes 13 pending discharges, 32 discharges, and 31 will not attend students. The reconciliation was submitted for 2020-21 with an estimated FTE of 958 students. The FY22 invoice #2 was submitted with an estimated FTE of 951. Invoice #3 is due by September 30.

WCHS will attend an in-person middle school fair at the Middle Village Prep on October 6 and host the first open house of the year on October 2. The lottery application for 2022-23 has been launched. The enrollment lottery will be held on April 4, 2022 at 6pm.

WCHS will run a bilingual ad campaign from September 6-October 3 on Amor-97.9 and La Mega-93.1. The school will also be running a radio ad on the Hot 97 Morning Show beginning September 6. The campaign will run for four weeks and will air from 6am-10am. The Board listened to the ad. Online marketing continues.

8. FINANCE

Ms. Fernandez stated that as of July 31, 2021 the total collected revenue is \$1,530,940 and the total expenses for the period are \$1,641,898. The total excess of expenses over revenue is \$110,958. The deficit is due to the accrued payroll allocation at the beginning of the school year. The per pupil invoice was estimated at 951. The audit is ongoing and required documentation is being submitted.

9. HUMAN RESOURCES

Ms. Manion reported that WCHS hosted a career fair on September 18. It was promoted across a variety of platforms. Six candidates RSVP'd but only one candidate attended. Another candidate expressed interest in a science position. Members of the National Honor Society (NHS) volunteered and assisted with the event. More fairs are forthcoming.

10. ACCOUNTABILITY AND DEVELOPMENT

Ms. Manion reported that the Annual Report's Progress Towards Goals section is due October 1. WCHS is still awaiting the SED check-in report from the Spring. BEDS Day is October 6. The BEDS IMF submission is due November 19. Ms. Manion shared links to NYS DOH's webinars addressing recent COVID guidance. She, Ms. Jacobson, and Ms. Fernandez coordinated with CSBM to submit Title submissions by August 31 and ARP-ESSER narratives by September 30. On September 2, Governor Kathy Hochul approved an amendment to Open Meetings Law, which will allow public meetings to be conducted via videoconference, similar to the authorization provided by Executive Order 202.1 which expired in June. The provision is in effect until January 15, 2022. WCHS received a Notice of Receipt of and Pending Action on Charter School Renewal with Revision pertaining to Northside Charter High School. Northside is revising their mission

statement and organizational chart. WCHS is allowed to provide public comment if interested.

The Governors Ball Volunteer Fundraiser will take place between September 24-26 and will be organized by Charisse Johnson. This fundraiser has raised between \$5-10k for senior scholarships in the past.

Mr. Bashir, Ms. Jacobson, and Ms. Manion will be meeting with Natasha Cherry-Perez, NYCSA's Brooklyn and Queens Community Engagement Manager, to discuss advocacy and engagement on September 30. The NYCSA Conference will be held October 20-22 (October 20-21 virtual, October 22 in-person at Brooklyn Bridge Marriott). The Kids in Need Foundation (KINF) reached out to and will be donating core school supplies to the school. The donation is sponsored by Chipotle.

11. PARENT LEADERSHIP COUNCIL

Ms. Pink stated that the next PLC meeting will take place on Thursday, September 23 at 6pm. They will host elections for the upcoming school year and introduce PLC parent volunteers.

Believe & Inspire, a 501(c)(3) non-profit that connects underserved youths ages 15-21 with the tools and support they need to prepare for the workforce and become self-sufficient, will present. Current programming by Believe and Inspire includes financial literacy, internship prep, college admissions and life skills workshops.

There will also be a presentation from the Ace Mentor Program of Greater New York which offers a free after-school mentorship program for high school students to learn about careers in architecture, engineering, and construction management.

12. ADJOURNMENT

- Ms. Gaffney made a motion to close the meeting. Mr. Morales seconded the motion. All were in favor.