



MINUTES
Board of Trustees Meeting
August 30, 2022

The meeting was held on Google Meets.

PRESENT

Samuel Rivera, Trustee
Kathleen Gaffney, Trustee
John Witherspoon, Trustee

GUESTS

Jahi Bashir, Head of School
Over 44 Virtual Participants

EXCUSED: Lourdes Putz, Chair; Ahmad Duwaik, Trustee

1. WELCOME

Mr. Rivera welcomed everyone to the meeting.

2. APPROVAL OF BOARD MINUTES

July Board Minutes will be approved at the September meeting.

3. ACADEMICS

Mr. Bashir stated that the first day of school was on Monday, August 29. 64.4% of students scanned in and were present. 352 students were marked absent, but some families are still continuing with the enrollment process.

This year, each grade floor will have a member of the leadership team present. There is also an “at risk” team ready to assist with any student issues. Credit recovery will begin on October 3 and will consist of class before or after school and evening high school. Remote learning will be an option for students who apply and are selected after review. Masks will be required of all students and staff in the building.

4. SENIOR DATA

Mr. Bashir reported that 93.3% of our senior cohort graduated. Students who are over 21 will meet with counselors regarding their best options.

5. OPERATIONS

Mr. Bashir asked for a motion to ratify the approval of a 5% cost of living increase for non-instructional staff in their positions as of January 1, 2022. The salary increase would go into effect as of August 15.

- Mr. Witherspoon made a motion to approve the 5% increase in pay for non-instructional staff. Ms. Gaffney seconded the motion. All were in favor.

Ms. Jacobson served as the summer school principal for Trimester 3 and administered the August Regents Exams.

There were several resignations over the summer and leadership is working diligently to recruit new teachers. Professional Development occurred over the summer.

6. COVID UPDATES

Kings County level of transmission is at high alert but the numbers have decreased in the last seven days. Williamsburg is below the city. The recommendation is still vaccines, boosters, masks, testing and isolation, if sick. The Board then reviewed the vaccination rates for NYC.

7. FACILITIES/SAFETY/NEW GYM UPDATE

Mr. Morales updated the Board on the new gymnasium. The BSA received the school’s application and the next step is to respond to their questions. Mr. Morales and the project’s lawyer and architect will need to present to Community Board #1

on September 13 as part of the process. Mr. Morales would like the school leadership to have input in commenting on the presentation to the community. More environmental assessments need to be done before the first hearing.

Mr. James reported that facilities staff deep cleaned the building over the summer. Air conditioner filters were replaced, floors were waxed, the roof was weatherproofed.

Mr. James reported that there were no student incidents, no EMS, NYPD or FDNY visits. As school resumes, bag checks will be conducted. All safety officer positions have been filled.

8. ENROLLMENT AND RECRUITMENT

Mr. Bashir reported that enrollment is 757 in PowerSchool and 959 in ATS. The FTE is 948.4. Per pupil billing #2 was submitted on July 29 There are 17 pending discharges. Enrollment by cohort as of June is: 9th grade - 245; 10th grade - 289; 11th grade - 187; and, 12th grade - 242. The April lottery had 162 families in attendance.

Recruitment efforts continue. WCHS will be advertising in Brooklyn Family Magazine, Daily News, the New York City Charter Center and through social media.

9. FINANCE

Ms. Fernandez reported that the total revenue of June 30 is \$18,601,644. Total expenses are \$18,425,274. The excess of revenue over expenses is \$176,371, which is likely to increase. The estimated surplus for the year is \$447,053. The Board reviewed assets and liabilities. Ms. Fernandez said that the numbers will be updated after the audit review.

10. HUMAN RESOURCES

Ms. Eagan reported that the school recently hired a new Human Resource person, Joyce Leung-Lee. She conducted exit interviews for departing staff members and will be compiling information on resignations and initiatives to boost staff morale. The Department is planning on contracting an outside agency to conduct a salary analysis and possibly provide retroactive pay if the audit results in this suggestion.

Mr. Bashir reported that the faculty and staff handbook has been shared with staff, but may still be revised.

11. ACCOUNTABILITY AND DEVELOPMENT

Ms. Eagan reported that the Annual Report was submitted on August 1. She reminded those in attendance that it is an important year for WCHS as it is the last year before the charter renewal process begins again. Ms. Eagan thanked Ms. Putz for speaking to WCHS staff earlier in the week. Ms. Putz commended teachers and staff who have been with WCHS from the beginning and thanked them for their dedication. Board recruitment is ongoing.

12. MOTION TO ADJOURN

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