



MINUTES

Board of Trustees Meeting

September 28, 2022

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

PRESENT

Lourdes Putz, Chair
Samuel Rivera, Trustee
John Witherspoon, Trustee

EXCUSED: ; Ahmad Duwaik, Trustee; Kathleen Gaffney, Trustee

1. WELCOME

Ms. Putz welcomed everyone to the meeting.

2. APPROVAL OF BOARD MINUTES

- Mr. Rivera made a motion to approve the July and August Board minutes pending school counsel review. Mr. Witherspoon seconded the motion. All were in favor.

3. ACADEMICS

Mr. Bashir updated the Board. STAR testing is complete for both reading and math. NYSITELL testing is in progress and should be complete by September 29. Midterm exams (common assessments) will take place on October 6. PSAT/SAT testing will occur on October 12. Freshmen will have asynchronous learning. Grades 10-12 will report to the building. Students will receive incentives for PSAT/SAT test completion. Back to school night will be on September 29. Parent teacher conferences will occur on October 25 and 26 remotely.

All faculty/staff/students are required to wear a mask at all times while in the school building.

Starting in October, students will have three options for credit recovery: 0 period, 9th period, and virtual evening high school. Currently, the three biggest Community Covenant violations are for uniform noncompliance, cell phone use in class, and tardiness. Students will soon have additional social emotional support; two Intervention and Family Support Counselors (IFSCs) will be starting soon. The Board discussed student behavioral challenges. Mr. Rivera asked if Leadership has considered having students design uniform hoodies.

Requests for remote learning were due on Friday, September 2 to Academy Leaders. The students' Academy Leader will review all requests and Mr. Bashir will determine whether the student is eligible for remote learning. Parents and guardians will be notified and must sign a Remote Learning Contract if approved. So far, five students have been approved for remote instruction for Trimester 1. The leveling process has started for student scheduling.

Mr. Bashir is working on various strategies to boost teacher morale. Initiatives include implementation of Positive Behavioral Interventions and Supports (PBIS) for teachers and staff, mental health supports and activities, and professional development surrounding trauma.

Mr. Bashir is compiling a three year view of academic data including STAR, PSAT/SAT, pass/fail core class, and graduation rates. Administration is working to fill teacher vacancies. In the interim, teachers have agreed to teach an additional class for additional pay. Administration is continuing to examine all exit interview information.

4. OPERATIONS

Ms. Jacobson asked for Board Approval of the 2022-23 District and Building Safety Plans, which were posted for public comment on the website. Any comments could be sent to Ms. Jacobson at vjacobson@thewcs.org.

- Mr. Witherspoon made a motion to approve the 2022-23 District and Building Safety Plans. Mr. Rivera seconded. All were in favor.

The Operations team is preparing schedules, proctors, supplies and rooms for the P/SAT administration. Ms. Jacobson is preparing the back to school night school systems presentation and the CB1 BSA presentation for the Land Use Committee for the new gym. Recruitment is ongoing for IT Student Data Systems Coordinator, Recruitment Coordinator, Safety Officers, and Safety Manager. Staff are covering the following teacher vacancies: 3 Science, 1 Health, 1 French, 1 Social Studies, 2 SNAS, 0.2 ENL, and 0.2 Math. Ms. Jacobson is working with Finance and CSBM to complete the upcoming ESSR Grants desk audit.

5. LAPTOP AND WIFI INVENTORY

Ms. Jacobson reported that 955/1,153 laptops are loaned to students. There are 51 laptops broken or in need of repair.

6. COVID-19

Ms. Jacobson reported that NYC.gov data shows decreasing city-wide COVID positivity and hospital rates. The COVID Community Level in 11206 is considered “Low”. 61.97% of residents in 11206 are fully vaccinated. Mr. Rivera discussed lifting the mask mandate and said that the issue can be re-visited in October.

7. FACILITIES

Mr. Morales provided an update on the school’s local community presentation to Community Board 1. Next, there will be a private meeting and then a public meeting to notify the community. Mr. Morales also gave an update on the BSA application and the school’s non-material charter revision submission.

At the Community Board meeting, Councilwoman Gutiérrez stated that migrants from Texas are staying in the neighborhood and she is accepting donations of diapers and clothing. The Board discussed having the National Honor Society conduct outreach and raise money for the cause.

Mr. James reported that preparations are underway to convert the school’s air conditioning to heat. The Department of Buildings received the annual elevator inspection reports for cars 1 and 2. An FDNY hearing is scheduled for October 4 to answer to an unwarranted alarm being activated on April 23, 2022. A request for a storage room is being made to add an area in the floor plans for 188 Varet Street to host a fuel operated snow blower and floor buffing machines. One air handling unit on the 5th floor roof for room 302 was replaced due to a defective motor.

8. SAFETY

Mr. James reported that three physical altercations occurred on property and one occurred off property. There was one EMS ambulance visit to the school due to a student accident. Bag checks were conducted throughout the month with no major findings. One Safety Officer position is available due to a resignation. Interviews are ongoing.

9. ENROLLMENT/RECRUITMENT

Ms. Jacobson reported that enrollment is 981 in PowerSchool and 983 in ATS. The estimated FTE is 927.25. Per Pupil Document #3 is due on September 30. The Board discussed estimated BEDS numbers as of October 4. There are seven pending discharges and 63 students with zero attendance. There have been 70 discharges and 110 will not attend students since July 1. The admissions lottery on April 4 had 162 attendees. The deadline for this school year will be April 1, 2023 and the lottery will be held on April 4, 2023 at 6pm. Ms. Jacobson stated that representatives from WCHS continue to attend high school fairs. WCHS will be participating in the charter school common application. Recruitment efforts continue.

10. FINANCE

Ms. Fernandez reported that as of July 31, the total collected revenue is \$1,512,280 and the total expenses are \$1,814,001. The higher expenses are due to accrued payroll allocation, which is to be expected at the beginning of the school year. The Board reviewed assets and liabilities, including rent.

11. HUMAN RESOURCES

Ms. Manion reported on Ms. Leung-Lee’s behalf. Salary audit proposals have been submitted to the Board for review. Personnel Handbook revisions are in process. New hire onboarding is ongoing and recruitment is ongoing to fill open vacancies.

12. ACCOUNTABILITY/DEVELOPMENT

Ms. Manion shared recent data regarding grades 3-8 assessments test scores. Board development is ongoing. The Title I application was submitted and approved. The Annual Report - Progress Towards Goals and Finance submissions are due

November 1. Ms. Manion stated that it is a big year as the school approaches renewal. Ms. Eagen asked Mr. Bashir and Ms. Jacobson about class sizes, as the charter specifies that WCHS has smaller class sizes than the DOE.

13. PARENT LEADERSHIP COUNCIL

Ms. Manion reported on Ms. Pink's behalf. The first PLC meeting of the year is being held simultaneously with this meeting, which is why Ms. Pink could not attend. Elections for the 2022-23 school year are currently taking place. Parents will receive presentations from the Brooklyn Public Library and Riseboro. Ms. Johnson will be present to discuss National Honors Society (NHS) and Ms. Pink will be presenting school news, resources, and parenting tips. Ms. Pink believes in the power of community engagement and will be working hard to encourage all WCHS families to participate in the PLC.

14. EXECUTIVE SESSION