



WCHS Meeting Agenda
October 25, 2022
3:15pm

1. Welcome and Introductions
2. Approval of Board Minutes (approve pending school counsel review)
3. Academics
4. Operations
5. COVID Safety & Emergency Preparedness Updates
 - a. Safety
 - b. Facilities
 - i. Gym Update
6. Recruitment and Enrollment
7. Finance
8. Human Resources
9. Accountability and Development
 - a. Board Development
10. Parent Leadership Council
11. Executive Session

WCHS Board of Trustees Meeting

October 2022



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Academics

Field Trips

- Washington, DC (Howard University and African-American Museum)
- Great Adventure Trip (rescheduled to bus cancellation)

Sports

- Boys Soccer (undefeated)
- Boys Basketball (2-0)
- Girls Volleyball (4-0)
- Boys Football (3-1)

Hispanic Heritage Month Celebration

- Celebration, dinner, and student performances (October 14, 2022)

Upcoming Supports for Students

- Domestic Violence Awareness
- Drug Awareness



Academics

Instructional Coaching

- Coaching Cycles
- Small Group Coaching

Teacher Formal Observations

- One announced (planning, observation, debrief)
- Two unannounced (observation and debrief)

DEI Training

- Courageous Conversations, and Future Leader Incubators
- Received quote from Courageous Conversations
- We are in the process of reviewing their proposal, selecting trainings, scheduling days and times

Credit Recovery

- Beginning November 1, 2022
- Zero period, period 9, evening high school

Academics

Intervention

- Math and Literacy classes scheduled based on STAR test scores
- Response to Intervention Guide Revised (final edits almost complete)

Teacher Morale

- Faculty/Staff

Hard Reset

- *Administrators*
- *Faculty/Staff*
- *Students*

Events

- Progress Reports Released: October 21, 2022
- Parent Teacher Conferences: October 25, 2022; October 26, 2022 (Virtual)
- PSAT/SAT: October 12, 2022



Senior Class Data

| Senior Class Data | |
|--|--------------|
| Total Number of Seniors | 239 students |
| On track for June Graduation | 136 students |
| On track for August Graduation | 79 students |
| Number of seniors who need credit recovery | 106 students |
| Number of <i>5th Year+</i> Students | 44 students |

College and Career

- FASA Dates on Saturday 10am -3pm November 4th and November 19th
- College Application help after school November 1st and November 7th: SUNY and CUNY
- College and Career Newsletter to Resume
- College and Career Coordinators(2) (In process)

College and Career by Grade

| | |
|----------|--|
| Grade 9 | Freshman Seminar; Introduction to Naviance |
| Grade 10 | Naviance (Students also take Financial Literacy) |
| Grade 11 | Naviance; College Essay Complete and uploaded; CCR Seminar |
| Grade 12 | Naviance; Completion of Common Application and other college applications; post graduation plan; CCR Seminar |

Operations as of 10/18/22

- Collaborate with CCR and SNAS teams to administer 392 PSATs and 153 SATs for a total of 545 students tested
- Create student WCHS locker assignments, locker locks and policies for distribution by advisors
- Issuing Progress Reports to Students 10/21 and mailing to families
- Create schedule and communications for Virtual Parent Teacher Conferences 10/25 from 4-7pm and 10/26 from 2-4pm
- Recruitment ongoing for IT Student Data Systems Coordinator, Recruitment Coordinator, Safety Officers, Safety Manager
- Covering Teacher vacancies: 1 Science, 1 Health, 1 PE, 1 Social Studies, 3 SNAS, .2 ENL
- Upcoming Emergency Drills: 1 Soft Lockdown, 2 Fire Drills by December 31



Operations as of 10/18/22

- For Board Approval:
 - J.C. Security Agreement

We presently have 2 Safety Officer vacancies and 1 on leave and are requesting approval to contract with JC Protection to solve the immediate need. They service many schools in all 5 boroughs and understand our needs. Once we do fill the vacancies, we would like to continue to contract with JC Protection (should we be satisfied with their services in the next 12 weeks) to supply us with 2 officers daily to cover daily absences.

3 Bids:

| | |
|---------------------------|------------------|
| 1-JC Protection | \$26.00 per hour |
| 2-Sentinel Security | \$28.50 per hour |
| 3-Allied Security | \$27.00 per hour |

From JC Protection:

The proposal priced out for 3 officers at 40 hours per week of service each for 12 weeks. As discussed, after this 3 month trial, the School will be interested in contracted JC Protection for a 1 year service agreement if satisfied with services.



Laptop & Wifi Inventory as of 10/17/22

1. # of Laptops on WCHS Inventory List: 1,142
of Laptops loaned to students: 990
2. # of Laptops Remaining in stock at WCHS: 152
3. # of Laptops reported lost: 11
4. # of Laptops Broken/in need of Repair in stock at WCHS: 28
need screens replaced, which have been ordered
5. # of Wifi Hotspots Ordered: 250
6. # Wifi Hotspots Distributed: 152



CDC Local COVID-19 Transmission as of 10/17/22

- Level of transmission (10/7-10/13/22) in Kings County, NY
- <https://covid.cdc.gov/covid-data-tracker/#county-view>

Kings County, New York

[State Health Department](#)

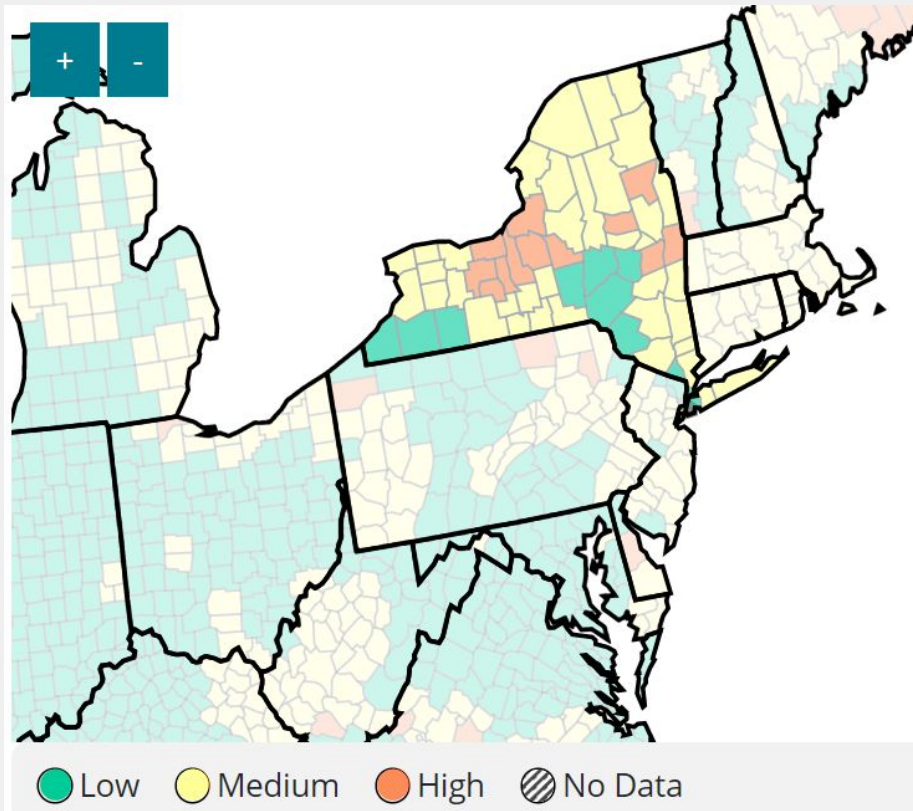
COVID-19 Community Level ● Low

Recommended actions based on current level

Stay [up to date](#) with COVID-19 vaccines. [Get tested](#) if you have symptoms. Wear a mask if you have symptoms, a positive test, or exposure to someone with COVID-19. Wear a mask on [public transportation](#). You may choose to wear a mask at any time as an additional precaution to protect yourself and others.

Weekly Metrics Used to Determine the COVID-19 Community Level

| | |
|---|--------|
| Case Rate per 100,000 population | 137.58 |
| New COVID-19 admissions per 100,000 population | 9 |
| % Staffed inpatient beds in use by patients with confirmed COVID-19 | 4.2% |





NYC COVID-19 Transmission Data 10/17/22

For the Last 7 days, 10/7-10/13/22; Source: [COVID-19: Latest Data - NYC Health](#)

| Measure | Last 7 days | Trend |
|--|---------------|-------------------|
| Percent positive | 9.5% | Stable |
| Cases (daily average) | 1,782 | Stable |
| Case rate (7-day rate per 100,000 people) | 153.45 | |
| Hospitalizations (daily average) | 56 | Decreasing |
| Hospitalization rate (7-day rate per 100,000) | 11.18 | |
| Inpatient COVID bed occupancy (7-day average) | 5.58% | |
| Deaths (daily average) | 8 | Decreasing |

Updated: October 13, 2022



NYC COVID-19 Citywide Transmission Data 10/17/22

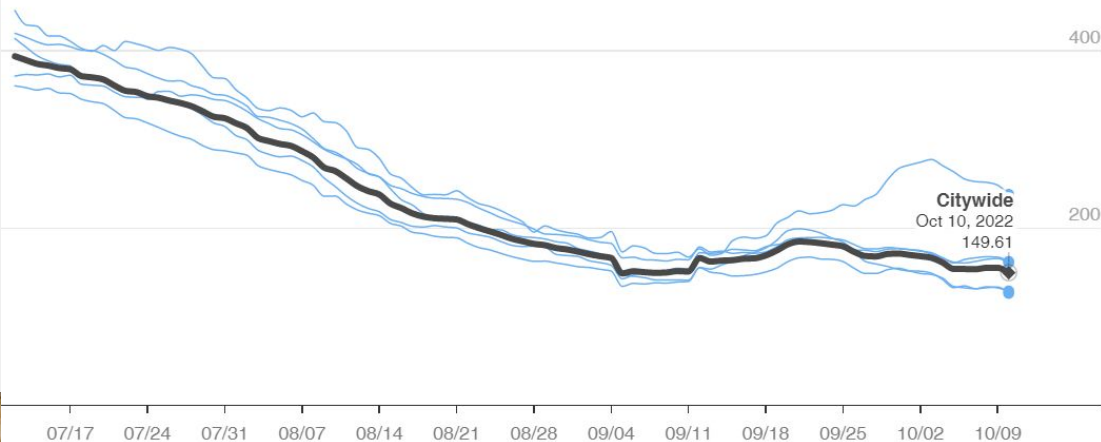
Citywide transmission levels as of 10/13/22 in past 7 days = 149.61 Per 100,000 people [Source: COVID-19: Latest Data - NYC Health](#)

Transmission Levels

These data show the total number of new cases per 100,000 people over the past seven days, with the table showing the most recent value. [More information about the CDC's levels of community transmission.](#)

Citywide and Boroughs

Your Neighborhood



Your Neighborhood: 11206: Williamsburg (South)



Transmission data shows us how much the virus is spreading. Recent transmission in your ZIP Code and surrounding area:

- **132.31** new cases per 100,000 people in the last seven days.

Totals

| | | |
|---|--------|---|
| Population: | 86,709 | |
| Cases: | 29,035 | One out of every 2 people in this neighborhood was diagnosed with COVID-19. |
| Deaths: | 364 | One out of every 238 people in this neighborhood died of COVID-19. |
| People Vaccinated: (at least 1 dose) | 60,491 | Of these people, 53,732 people are fully vaccinated. |

Comparisons

| | | |
|-----------------------------------|--------------------------|---|
| Case rate: | 33,485.21 per 100,000 | Higher than Brooklyn's case rate of 12,179.8 . Higher than New York City's case rate of 12611.06 . |
| Death rate: | 419.79 per 100,000 | Higher than Brooklyn's death rate of 417.13 . Higher than New York City's death rate of 407.55 . |
| Vaccination: (at least 1 dose) | 69.76% | Lower than Brooklyn's vaccination rate of 81.08% . Lower than New York City's vaccination rate of 89.04% |

Source: [COVID-19: Latest Data - NYC Health](#)



NYC COVID-19 Transmission Data 10/17/22

Guidance During High Alert Level

- **Stay up to date with COVID-19 vaccines: Get vaccinated and boosted.** Vaccines are available for everyone ages 5 and older. Booster doses are available for everyone 12 and older.
 - Visit the [NYC COVID-19 and Flu Vaccine Finder](#) or call 877-VAX4NYC (877-829-4692) to find a vaccination site.
 - [COVID-19: Vaccine](#)
- **Wear a face mask in all public indoor settings and crowded outdoor settings.** Upgrade to higher-quality masks, including KN95, KF94, N95, or a cloth mask on top of a surgical mask. Higher-quality masks will most benefit people who are at high risk of severe illness, are over 65 or are unvaccinated.
 - [Guidance for Face Masks](#)
- **Consider avoiding higher-risk activities.** Do not go to crowded, indoor gatherings. Limit any type of gathering to a small number of people.
- **Get tested.** Testing is especially important if you have COVID-19 symptoms or were recently in contact with someone who tested positive for COVID-19. You should also get tested before and after traveling or getting together with others.
 - [COVID-19: Testing](#)
- **Stay home if sick or recently exposed.** Follow all isolation and quarantine guidance, including wearing a face mask. COVID-19 is highly contagious. You can spread COVID-19 even if you do not have symptoms.
 - [COVID-19: What to Do When Sick](#)
- **Wash your hands.** Wash your hands frequently with soap and water for at least 20 seconds, or use a hand sanitizer.
 - Watch: [COVID-19: Handwashing Tips](#)

Source: [COVID-19: Latest Data - NYC Health](#)



NYC COVID-19 Transmission Data 10/17/22

Guidance During Medium Alert Level

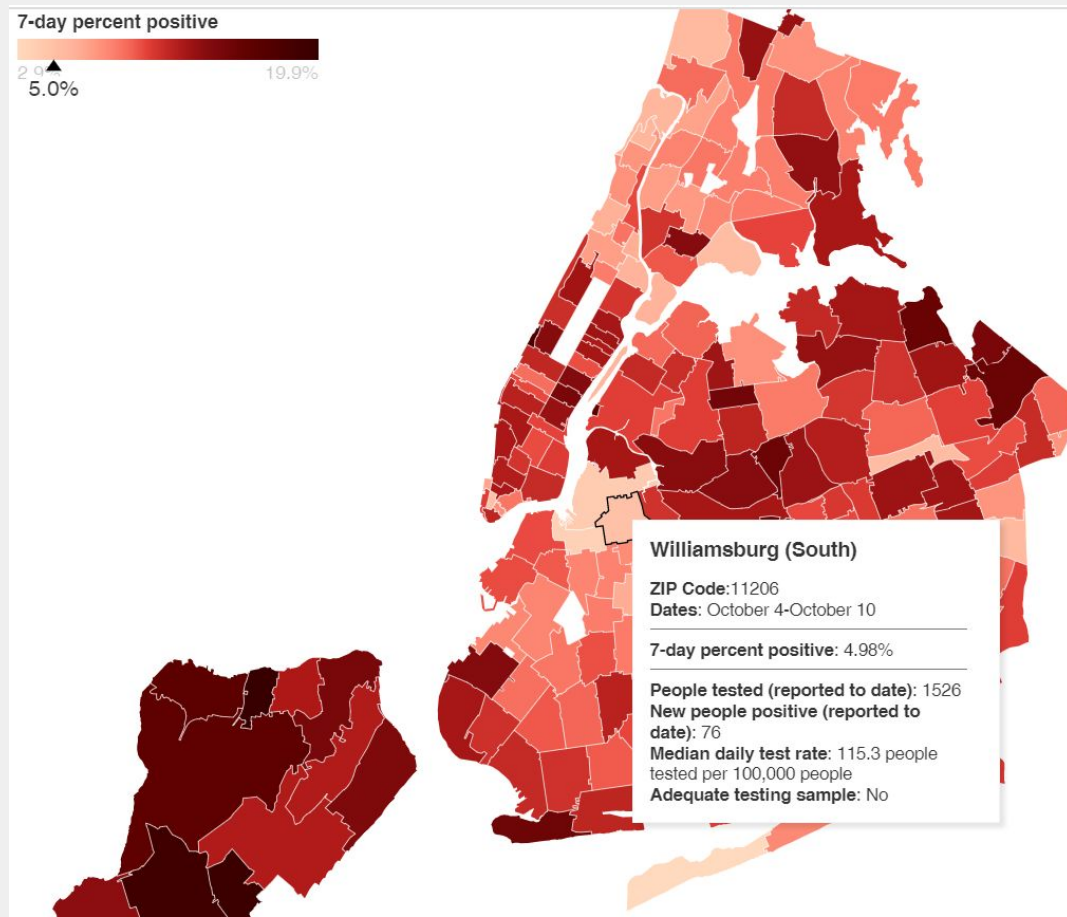
At this time, follow these prevention tips:

- **Stay up to date with COVID-19 vaccines: Get vaccinated and boosted.** Vaccines are available for everyone ages 5 and older. Booster doses are available for everyone 12 and older.
 - Visit the [NYC COVID-19 and Flu Vaccine Finder](#) or call 877-VAX4NYC (877-829-4692) to find a vaccination site.
 - [COVID-19: Vaccine](#)
- **Wear a face mask in public indoor settings.** Upgrade to higher-quality masks, including KN95, KF94, N95, or a cloth mask on top of a surgical mask. Higher-quality masks will most benefit people who are at high risk of severe illness, are over 65 or are unvaccinated.
 - [Guidance for Face Masks](#)
- **Get tested.** Testing is especially important if you have COVID-19 symptoms or were recently in contact with someone who tested positive for COVID-19. You should also get tested before and after traveling or getting together with others.
 - [COVID-19: Testing](#)
- **Stay home if sick or recently exposed.** Follow all isolation and quarantine guidance, including wearing a face mask. COVID-19 is highly contagious. You can spread COVID-19 even if you do not have symptoms.
 - [COVID-19: What to Do When Sick](#)
- **Wash your hands.** Wash your hands frequently with soap and water for at least 20 seconds, or use a hand sanitizer.
 - Watch: [COVID-19: Handwashing Tips](#)

Source: [COVID-19: Latest Data - NYC Health](#)

COVID-19 Data by Zip Code as of 10/17/22

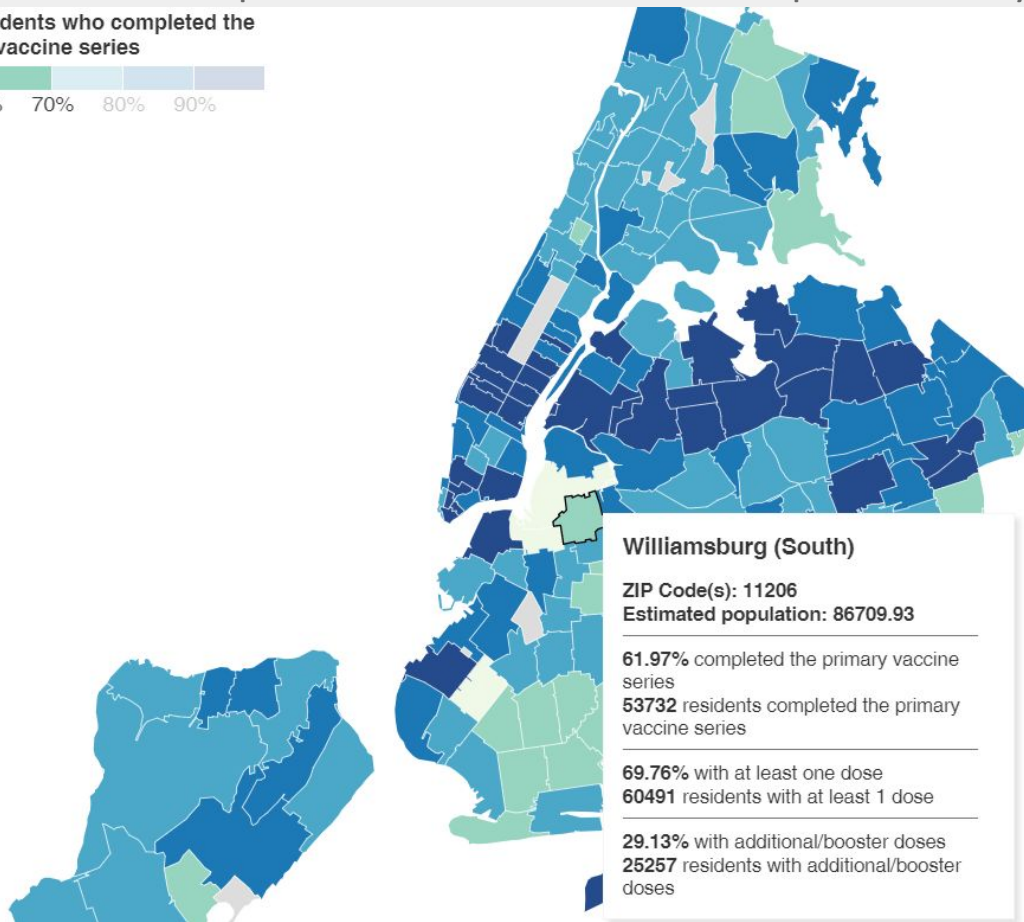
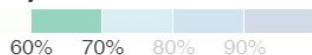
- 7-day percent positive from 10/4-10/10 in Zip code 11206 = 4.9% per www1.nyc.gov



COVID-19 Vaccination Rate as of 10/17/22

- % Population in 11206 Zip Code = 61.97% at vaccinated per www1.nyc.gov

NYC residents who completed the primary vaccine series



Williamsburg (South)

ZIP Code(s): 11206

Estimated population: 86709.93

61.97% completed the primary vaccine series

53732 residents completed the primary vaccine series

69.76% with at least one dose

60491 residents with at least 1 dose

29.13% with additional/booster doses

25257 residents with additional/booster doses

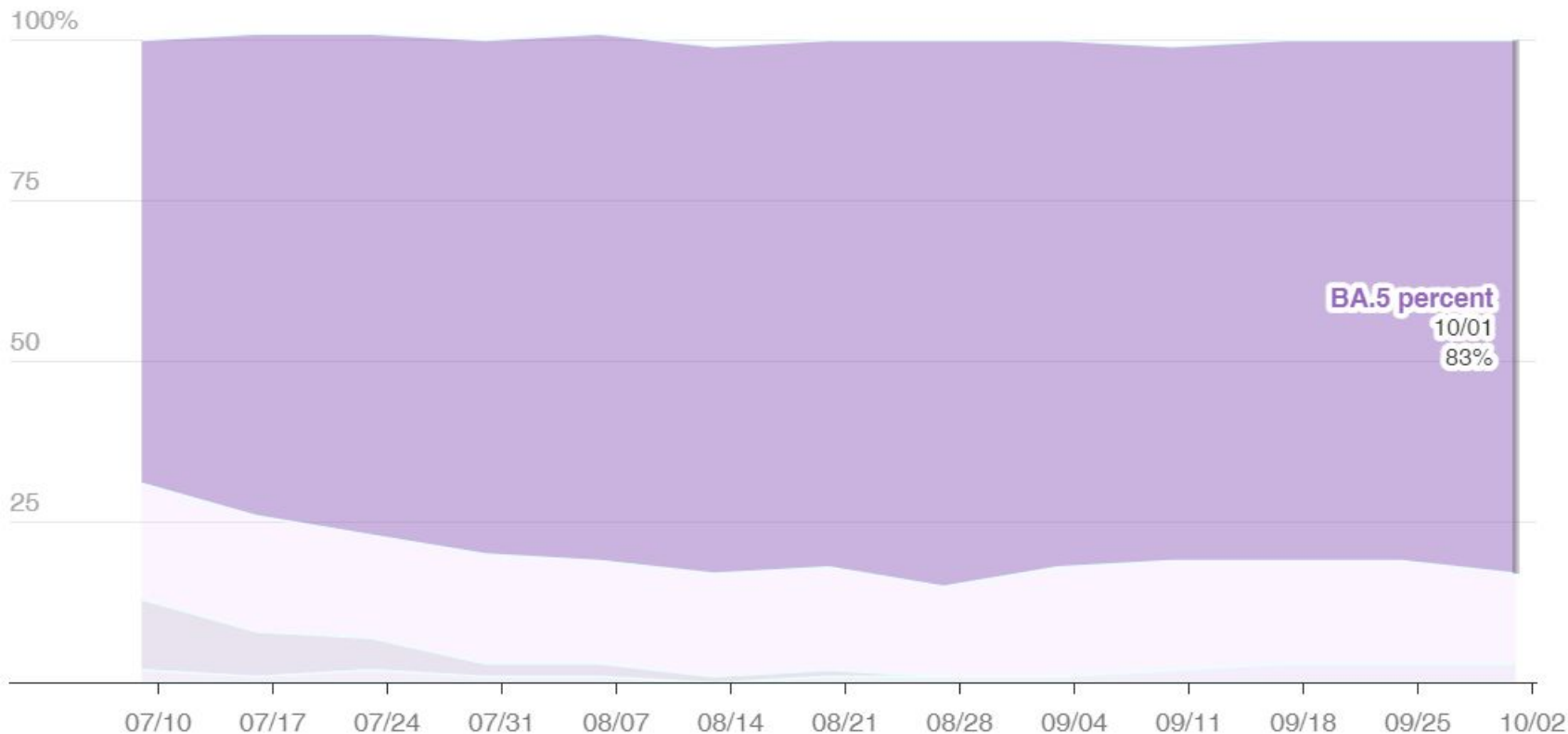


WILLIAMSBURG
CHARTER HIGH SCHOOL

COVID-19 Variant of Concern as of 10/17/22

- Omicron variant = 100% of tested cases in NYC population per www1.nyc.gov
 - Omicron BA.5 and BA.4 sublineages now account for most of the cases in the city

Percent of tested COVID-19 cases with virus variants (for week ending on listed date) Recent data are incomplete



Facilities - New Gym Update

- Façade Elevation selection
- BSA application update
- Nonmaterial Charter Revision



Facilities

FACILITIES :

1-The building has converted to heat

2-Preparations for the winter have been made, Salt is available and snow blower batteries have been charged

3-The buildings fire command stations phone lines are being upgraded

4-All Exit door alarms were inspected and repairs made where needed.

5-A secondary door entry buzzer was installed at the main door to add an additional layer of security when entering the building



Safety



SCHOOL SAFETY :

- 1-There were two (2) physical altercations on property for the month
- 2-There were no EMS, DOH or ECB visits to the school for the month, FDNY was on property 10/14/22 for a past alarm condition
- 3-Bag checks were conducted through the month with no major findings
- 4- Three Safety Officer positions are available, One sick leave until 12/22, One resignation & one termination of a new hire.
- 5-Three proposals were submitted for an outsourced security company to temporarily fill the schools vacancies. JC Protection was cost effective and have experience with School Safety. We received proposals from Allied Universal & Sentinel Security. We will provide the required on the job training for the outsourced company. De-Escalation, Fire Safety, Evacuations, Lockdowns, Scenarios & communication.



Recruitment and Enrollment 10/17/22

| | | |
|---------------------------|-------------------|------------------------|
| <u>Powerschool</u> 982 | <u>ATS</u> 985 | <u>FTE*</u> 930.775 |
|---------------------------|-------------------|------------------------|

1. *Per Pupil Billing Document #3 submitted 9/30/22, awaiting approval;
2. 0 Pending Discharge and 53 Zero Attendance; 85 Discharges and 116 Will Not Attend since 7/1/22; 48 Class of 2022+
3. 2021-22 Admissions Lottery on 4/12/21 at 6pm (~196 attendees)
4. 2022-23 Admission Lottery on 4/4/22 at 6pm (Zoom Attendees: 162, In-person Attendees: 21, Volunteers: 23)
5. # of Incoming 9th Grade seats = 330; # of Incoming seats in grades 10th= 25 , 11th= 25 , 12th= 0
6. SchoolMint Applications:

| | 4/1/21 | 4/1/22 |
|--------------|------------|------------|
| 9th Grade | 415 | 408 |
| 10th Grade | 29 | 54 |
| 11th Grade | 23 | 39 |
| 12th Grade | 7 | 13 |
| Total | 474 | 514 |



Recruitment and Enrollment as of 10/17/22

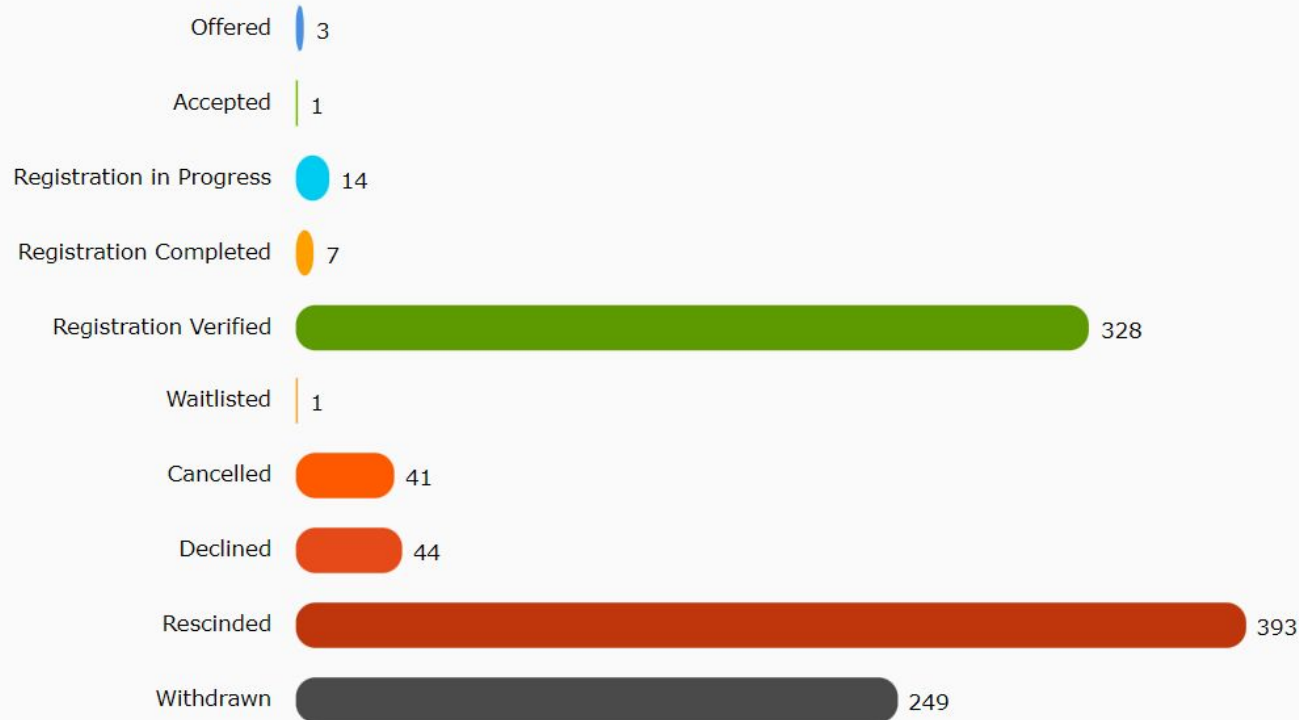
- PowerSchool Enrollment by Grade & Class

| Grade Level | Total in Grade | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 |
|-------------|----------------|------|------|------|------|------|------|------|------|------|
| 9 | 205 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 2 | 202 |
| 10 | 268 | 0 | 0 | 0 | 0 | 0 | 0 | 19 | 248 | 1 |
| 11 | 288 | 1 | 0 | 1 | 6 | 1 | 58 | 221 | 0 | 0 |
| 12 | 221 | 3 | 4 | 8 | 7 | 16 | 182 | 1 | 0 | 0 |
| Total | 982 | 4 | 4 | 10 | 13 | 17 | 240 | 241 | 250 | 203 |



Recruitment and Enrollment as of 10/17/22

- 2022-23: 1081 Applications; 328 Registrations Verified; 7 Registrations Completed



Recruitment and Enrollment as of 10/17/22

2022-23 Lottery Registration Numbers

- 328 Registrations Completed + 7 Registrations Verified = 335

| 9th | 10th | 11th | 12th | Total |
|-----|------|------|------|-------|
| 220 | 66 | 43 | 6 | 335 |

- 14 Registrations in Process

| 9th | 10th | 11th | 12th | Total |
|-----|------|------|------|-------|
| 6 | 3 | 3 | 2 | 14 |

- Waitlist = 1

| 9th | 10th | 11th | 12th | Total |
|-----|------|------|------|-------|
| 0 | 0 | 1 | 0 | 1 |

Recruitment and Enrollment 9/25/22

Open House Dates for 2022-23

- TBD

Bushwick Community Resource Fair sponsored by Assemblywoman Maritza Davila:

- Friday 9/2 12-4pm

Lottery Application for 2023-24

- Launched 9/1/22
- Lottery Deadline 4/1/23
- Lottery 4/4/23 @6pm
- Applications as of 10/17/22: 18



Recruitment and Enrollment as of 9/25/22

Daily News Email Blast

- Upcoming campaign in October

Radio Ads at Amor: Upcoming

Online marketing:

- Facebook, Instagram, Google Ad Words, YouTube
- Charter Center Common Application 2022-23 starting 10/31
- Niche.com Promotion



Recruitment and Enrollment as of 10/17/22

-Niche.com

Williamsburg Charter High School

Your Partner Insights Report is designed to give you an in-depth, transparent view of your Niche Audience and how families are connecting with you throughout their school search journey. [View Your School's Profile](#)

385

people viewed your profile in September

33

clicks to your website or social media in September

5

Visit/Virtual Tour

12

Apply

16

All Other Website Clicks



WILLIAMSBURG
CHARTER HIGH SCHOOL

Recruitment and Enrollment as of 10/17/22 -Niche.com

Niche Profile

385 people viewed your profile in September

Families use Niche to discover new schools and to learn more about schools that are already on their radar. These metrics show you the number of individuals visiting your Niche Profile and how often they are returning.



SEP YTD 2021

| | | | |
|---------------------|-----|-------|-------|
| Total Profile Views | 593 | 9,074 | 5,315 |
|---------------------|-----|-------|-------|

Views by Location • Connections

Recruitment and Enrollment as of 10/17/22 -Niche.com

Promoted Impressions

We help our partner schools stand out amongst their peers and get discovered by more prospects in their target audience. This section provides an overview of the impact that Niche’s enrollment marketing solutions are having for your school and how you can direct more students back to your Niche Profile.

| | SEP | YTD | 2021 |
|-------------------------------------|---------------|----------------|----------------|
| Total Promoted Impressions | 16,549 | 681,125 | 895,007 |
| Performance Details | | | |
| Sponsored Listings Impressions | 13,918 | 227,835 | 621,454 |
| Remarketing Impressions | 15,985 | 466,059 | 272,559 |
| Triggered Email Sends | 65 | 650 | 994 |

Recruitment and Enrollment as of 10/17/22 -Niche.com

Connections

25 people clicked to your website or social media in September

The Niche Profile enables our partners to connect with highly-engaged prospects who are actively researching your school and schools like yours. These metrics show how prospective families are engaging with your Niche Profile and promoted impressions to key pages of your website.



| | SEP | YTD | 2021 |
|----------------------|-----|-----|------|
| Total Clicks | 33 | 373 | 444 |
| Total Website Clicks | 25 | 268 | 315 |

WCHS Financial Update Board Meeting – October 18, 2022

As of **August 31, 2022** total collected revenue for the period is \$3,033,755 and total expenses for the period are \$2,980,678 million.

Total excess of revenue over expenses for the period is \$53,077.

| | | |
|---|-------------|---|
| Assets | | |
| Cash and Cash Equivalents | 15.4 | Bank Acct, Petty Cash, Loan, Recv. |
| Account Receivable | 752,217 | Title Funds |
| Total Fixed Assets | 2.4 | Leasehold improvement, Furniture, Equipment, software |
| Building Security Deposit | 5.7 | Rent Deposit/New Building |
| Prepaid expenses and Deposits | 340,353 | Utility, Insurances, other |
| Total Assets | 24.5 | |
| | | |
| Liabilities | | |
| Accounts Payable, Accrued expenses | 1.4 | Bills, Accrued salaries/taxes |
| Unearned Revenue | 3.0 | Advanced Per Pupil fund |
| Deferred Rent | 11.0 | Rent |
| Total Liabilities & Net Assets | 24.5 | 9.1 Net Assets |



Human Resources

- Recruitment and New Hire Updates
- Salary Audit Project
- Human Resources Generalist Position



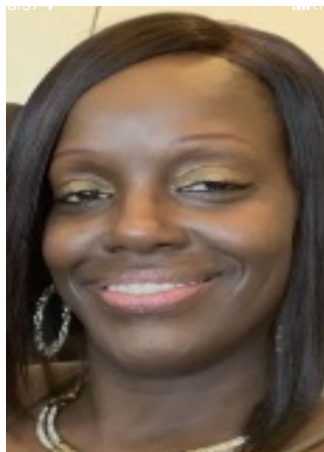
Accountability and Development

- NYC Executive Order 242 and OML - taking cues from local government
- Board development
 - Staff Rep to the Board
 - New Trustee Applicants
 - Yahaira Simon
 - Sabrina Philson
 - **Marcenia Johnson**
 - **Motion:** The Williamsburg Charter High School Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select Yahaira Simon, Sabrina Philson, and **Marcenia Johnson** as members to its Board of Trustees, with a term expiring on October 2025, pending approval by NYSED. The resolution approving Yahaira Simon, Sabrina Philson, and **Marcenia Johnson** is adopted upon NYSED's approval.
- Annual Report Progress Towards Goals and Finance submission due November 1
- BEDS IMF due November 14 - near completion
- Giving Tuesday - November 29
- Meet Your Electeds Meeting w/ NYCCC on December 8 at 3pm



Parent Leadership Council

MEET OUR PARENT LEADERSHIP COUNCIL (PLC) MEMBERS FOR 2022-2023 SCHOOL YEAR



**OUR PLC PRESIDENT
SELESTE BURNS**



**OUR PARENT
COORDINATOR / PLC
LIAISON MS. PINK**



VIRTUAL PARENT LEADERSHIP COUNCIL (PLC) MEETING
OCTOBER 27TH, 2022 AT 6PM
SPECIAL GUEST PRESENTER



The State University of New York
Brooklyn Educational Opportunity Center

Administered by New York City College of Technology

BEOC offers tuition-free programs which provide professional and educational training as a pathway to a career, a high school equivalency diploma, improvement in English proficiency, or preparation for college. BEOC's committed faculty and staff work in partnership with students to provide a path to lifelong learning, college access, and economic self-sufficiency.

- **Academic Programs:** *College Preparation, English as a Second Language, GED*
- **Career and Technical Programs:** *Direct Support Professional, Medical Assisting, Medical Billing and Coding, Office Administrative Professional, OSHA Certification, Patient Care Technician, Security Guard Training, Tourism and Hospitality Operations*
- **Ms. Burns will provide families school news and more with the "Madam Burn's Report", Ms. Pink will have resources for our families, parenting tips and more. Remember if you miss a PLC meeting, you miss a lot. Looking forward to seeing you virtually.**