

ROSALYN YALOW CHARTER SCHOOL
Board of Trustees Meeting
Minutes

Tuesday, May 19, 2015
4530 Delafield Ave.
Bronx, New York 1063

Trustees Present

John W. Carr, Benjamin M. Yalow, Ivan Lee, Gregoria Feliciano, - Michael Rosen, and Shirley J. Saunders participated by Skype.

Trustees Excused

Sandra Hayes – excused (hospital) Ben Kearney and Bill Scribner – excused (hospital).

Additional Attendees

Alec Diacou, Executive Director, and Jill Beharry Charter School Business Management

Call to Order

Mr. Carr called the meeting to order at 7:00 – A quorum was present.

Adoption of Agenda

Approval of Minutes

A motion was duly made and seconded the Board adopted the minutes as read. Passed unanimously.

The Lease

A lease was negotiated for three (3) years with the Walker Memorial Church located at 120 East 169th Street, which is in District #9. A three years lease fits into our growth plan. We also have possession of a parking lot, which accommodates 36 spaces. The gymnasium will be removed as per the Department of Building Codes, City of New York. Also a cafetorium (a multi-purpose room) is a part of our lease, which can be subdivided as a teachers lounge. It can be used as a cafeteria and/or space for fencing. We have complied with our deadline for signing a lease and getting it to the State.

A motion was duly made and seconded to approve and ratify the execution of the lease. Passed unanimously. (See attached).

Insurance Policies

We are bound by both Hartford and Nautilus insurance policies. These policies cover the Board, the school space; workman's Compensation and these policies are required from the Church via lease. We have a summary of all of our insurances. Jill gave us a background of how this fits into our budget. We will continue our insurance review timely.

Change to District #9

On June 1, 2015 at 6:00 p.m. a public school hearing will be held to hear the pros and cons of allowing us to change from District 10 to District 9. Location will be advised shortly.

Executive Director Report

Principal Search – We hired a principal and she has been working since last Friday. The Search Committee has selected her.

Office Manager – is continuing to have 2 make-up sessions this Thursday.

Student Recruitment - 85 families are actually enrolled out of 202 slots. June 13th & 15th the parents have to return the 15 forms.

The Waite List - 80 students for Kindergarten and several 1st graders are applying as well. Phone calls were made and letters were sent and parents are responding positively.

The Teacher Demo Lessons are being given at Ms. Feliciano's school, with high interest.

We have 7 teachers and 7 teacher social workers. We need to make an offer. It will cost the teachers \$7,500.00 per year if not certified. We need to have everyone certified.

Director of Operations – position is being filled by A. Deacou. We have about 15 resumes. Alec suggests we hire 2 people to do this job and divide the salary.

Director of Assessment – Was hired and starts on July 1st.

Office Manager – Was hired. Salary to be announced.
Assistant Office Manager - Open

Singapore Math Specialist – Hired

Financial Report – Monthly financial Report to the Board (Jill will do) Attached.

We need a new budget for SED. They want us to use the same form/format. I.e. if it is a material change, use a material change form. Will our cash flow projection be as required by SED?

Enrollment Meeting

Next steps and Deadlines

- Books we like to teach
- Ben Yelow is concerned about assigning student I.D. and user names from kindergarten up
- Who is coordinating IT
- Tablets for teachers (Dir. Of Operations can workout IT logistics)

Discussion:

Will the faculty pass inspection from SED? Can we reach out to Mr. Santiago for assistance? Alec may have a contact at the Fire Dept. to assist us in fire safety.

Executive Session – none

New Business –Update timeline from now till when the school opens.

Public Comment – none

Adjournment