

Rosalyn Yalow Charter School
Board of Trustees Meeting
Minutes

Tuesday, April 19, 2016
116 E. 169th Street
Bronx, New York 10452

Trustees Present

John W. Carr, Gregoria Feliciano, Sandra Hayes, Ivan Lee, Shirley Saunders, and Benjamin M. Yalow. Michael Rosen participated via Skype. Alec Diacou, Executive Director, Monique Evans, Operations Manager, and Collin Raymond of CSBM were also in attendance.

Call to Order

The meeting was called to order at 6:30 pm. A quorum was present.

Adoption of Agenda

The Agenda was adopted.

Approval of January Minutes

The draft minutes of the board of trustees meeting on January 19, 2016, upon a motion duly made and seconded was unanimously approved.

Executive Session

The board went into executive session and after discussion, upon a motion duly made and seconded, the board unanimously approved the following resolution:

Resolved, there is hereby created a committee of the Board designated the Planning Committee comprised of the following trustees: John W. Carr, Sandra Hayes, Ivan Lee, and Benjamin M. Yalow; the Planning Committee shall review all matters of strategic and other planning and execution of the School's plan and charter and its leadership, including operations, instruction and all related matters and activities for the School and report to the Board their collective or individual determinations, findings and recommendations for improved plans and policies of operations, instruction, personnel and leadership for the coming year; and the committee is granted full authority of the Board to the full extent permitted under the by-laws.

Form 990

Upon a motion duly made and seconded, the board unanimously approved the Form 990-EZ for the year ending June 15, 2015.

Financial Report

Monthly Report. Michael Rosen, Treasurer, and Collin Raymond of CSBM presented the financial report, including that

- March was a stable month.
- RYCS was under budget for the year to date.
- The New York City DYCD increased the FY15-16 award to RYCS to \$331,050, which must be spent for qualifying expenses in the current fiscal year.
- RYCS is required to fund \$25,000 into a dissolution escrow account during each of the first three years of operation. Sufficient funds are available for such purpose, and it is recommended that such action be taken at this time.
- A fraudulent check was paid on the RYCS account. Citibank is investigating and is expected to restore the funds.

In light of the fraud, upon a motion duly made and seconded, the board unanimously authorized the opening of another checking account at Citibank and approved the standard resolution required of the bank.

Upon a motion duly made and seconded the board unanimously authorized the opening of an escrow account at Citibank and approved the standard resolution required of the bank and the funding of \$25,000 into it.

Teacher Salaries. There was a discussion of the current teacher salaries and the need for consistency among the teachers based on their experience and credentials, as well as increases for the coming year. Mr. Raymond of CSBM presented a comparative analysis of salaries at certain other charter and NYC public schools. As a result, and based on the recommendation of the Executive Director, upon a motion duly made and seconded, the board approved salary increases for certain current classroom teachers effective in the new fiscal year if they return.

Budget. It was reported that the CSBM was working with the Executive Director and the Treasurer to develop the Fiscal Year 2016-17 annual budget which must be finalized and approved by the board by the June meeting.

Executive Director Report

Students At-risk of Retention. Letters were sent to parents before Spring Break to alert them in cases where their child was at risk of being retained, subject to completion of the year and participation in the remedial programs. Members of the Board requested the principal to reach out to different charter schools to report back on their retention rates.

Charter School Visits. The Executive Director reported on his visits to several other charter schools, including the impact of the “No Excuse Model” they utilized that applies to all school personnel, parents, as well as to the students. He informed the board that he would

be seeking additional advice and direction from Shayne Evans from the University of Chicago Charter Schools, who has been serving as an advisor to the School.

Applications. The Executive Director reported that RYCS had successfully completed the application period and lottery, and that 304 applications had been received, including 235 for Kindergarten, 46 for 1st grade, and 23 for 2nd grade as of the April 1st deadline. He reported that 36 applicants were selected for Kindergarten and 203 applicants placed on the wait list, including late applicants. No applications were accepted for 1st or 2nd grade but 50 and 23 applicants, respectively, had been placed on the wait list, including late applicants.

Summer Program. The Executive Director reported on plans for a Summer Chess Program that would be implemented by Mr. Gerald Times, the current chess instructor, to run for 3 weeks from 9:00 am to 2:00 pm., and reviewed a proposed budget. Many trustees expressed concern about only focusing on chess in the summer and asked that the Executive Director and the Principal develop a summer program that included literacy that could also reduce the number of retained students with a targeted expense budget of \$100,000.

Social Workers. Mr. Diacou reported that the term was ending for an intern from the NYU Silver School of Social Work who had been working at RYCS under the supervision of Riverdale Mental Health Association (RMHA), and that he proposed to pay her a modest stipend to permit her to continue at RYCS through the end of the school year with the hope that RMHA might find additional external funding to continue to support her involvement at the school. Mr. Carr raised the need for RYCS to prepare a more extensive plan for the use and integration of social workers and teachers with social worker expertise in the school, and particularly in the classroom.

Other Items. Mr. Diacou also reported positive results for RYCS students at a chess tournament; the status of repairs of the water damage to classrooms; the addition of a staff member on one of the bus routes at an additional cost of less than \$2000 for the balance of the year; that a grant application had been made to the Walton Family Foundation; and that E-Rate bids had been finalized with a goal of RYCS receiving approximately \$31,000 in support for technology expenses.

New Business

Gregoria Feliciano reported on a person who expressed interest in joining the board.

Adjournment.

The meeting was adjourned at 8:35 pm.

Approved by the Board of Trustees
on May17, 2016