

ROSALYN YALOW CHARTER SCHOOL
Board of Trustees Meeting
Minutes

Wednesday, August 31, 2016, 6:30 p.m.
116 E. 169th St.
Bronx, New York 10463

Trustees Present

John W. Carr, Gregoria Feliciano, Sandra Hayes, Shirley Saunders, and Benjamin M. Yalow. Michael Rosen participated by Skype. Alec Diacou, Executive Director, and Yvonne Booker-Byers, Interim Principal were also in attendance.

Call to Order

The meeting was called to order at 6:45 pm. A quorum was present.

Adoption of Agenda

The Agenda was adopted.

Approval of Minutes

The draft Minutes for the Meetings held on June 21 and July 19, 2016, upon a motion duly made and seconded, were unanimously approved.

Election of Trustees, Officers, Executive Committee

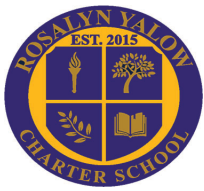
The trustee set forth on Annex A, upon a motion duly made and seconded, were unanimously elected to the terms set forth therein.

The trustees set forth on Annex A, upon a motion duly made and seconded, were unanimously elected to the offices set forth therein.

The trustees set forth on Annex A, upon a motion duly made and seconded, were unanimously elected to the Executive Committee.

Principal Appointment

Mr. Diacou, Executive Director, and Ms. Booker-Byers, Interim Principal, reported on the recommended candidate for principal of the school. Based on such report, the Board, upon a motion duly made and seconded, unanimously adopted the following resolution:



Resolved that the Board of Trustees hereby appoints Ms. Lette A. Belle as Principal for the Rosalyn Yalow Charter School reporting to the Board of Trustees on the terms and for the salary as set forth in the information provided to the Board, including the draft letter of employment and principal search and job description summary, with such changes and modifications thereof that the Chairman of the Board of Trustees shall negotiate and/or approve, and the Chairman and such officers and employees of the Charter School designated by him shall undertake such other actions necessary and appropriate in connection therewith including filings with the State of New York Department of Education, revisions to the policies of the Charter School, subject to such further approval by the Board of Trustees as may be required by law or deemed appropriate by the Chairman, in each case such actions being hereby approved.

Charter School Business Management Agreement

Mr. Diacou, Executive Director, reported on the performance of Charter School Business Management (“CSBM”) and the proposed agreement for its continued engagement for the current fiscal year. After a discussion and review of possible changes in the outsourcing of the services provided by CSBM and the hiring of additional accounting and financial staff in future years, the Board, upon a motion duly made and seconded, unanimously adopted the following resolution:

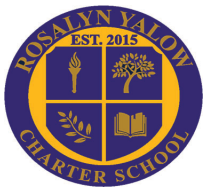
Resolved that the Board of Trustees adopts and approves the Professional Services Agreement between the Rosalyn Yalow Charter School and Charter School Business Management Inc. (“CSBM”) in the form provided to the Board, with such changes and revisions thereto as are recommended and agreed to by the officers of the School (the “Agreement”) and authorizes the Executive Director to execute and deliver such Agreement on behalf of the School and further authorizes him or his designee to perform and implement the terms of the Agreement, including by making or authorizing of payments to CSBM pursuant to the terms of such Agreement.

Executive Session - Bonuses

The board went into executive session to discuss the performance of certain employees and the award of bonuses and other related payments, and upon a motion duly made and seconded, unanimously adopted the following resolution:

Resolved that the Board of Trustees adopts and approves the bonuses and payments to employees and former employees set forth in the memo dated the date hereof and previously discussed with the Board of Trustees.

Interim Principal Report



The Chairman reported on the performance of Ms. Booker-Byers as Interim Principal highlighting her critical role in the success of the first year of School operations and praised her willingness to take on the additional role of interim principal in addition to her responsibilities as Director of Assessment. The Executive Director expressed his own appreciation of Ms. Booker-Byers exceptional performance. The Board, upon a motion duly made and seconded, unanimously adopted the following resolution:

Resolved that the Board of Trustees acknowledges the commendable service of Ms. Yvonne Booker-Byers in serving as Interim Principal, in addition to her continuing commendable service as Director of Assessment, pending the recruitment and hiring of a new permanent Principal; and ratifies the agreement previously authorized by the Board of Trustees providing for her service and supplemental compensation as Interim Principal, and all actions taken in connection therewith.

Ms. Booker-Byers received a thundering round of applause from all attending the meeting.

Ms. Booker-Byers reported on the Summer Program for students facing retention in their existing grade, the Summer Teacher Workshops and the hiring of additional and replacement staff. She noted that all the new hiring had been completed except for an additional Special Ed and English Language teachers. She also reported on the difficulty of finding qualified teacher – social workers.

Executive Director Report

The Executive Director reported on the following items.

- *Revisions to the Family Handbook.* Mr. Diacou reviewed certain revisions to the Student and Family Handbook that had been requested by the NYS Department of Education and distributed to the Board of Trustees, and upon a motion duly made and seconded, the Board unanimously approved such changes.
- *Notice of Claim.* Mr. Diacou reported that the School had received a Notice of Claim of Quintin Chisholm, a student at the School, and his mother, seeking damages related to the incident reported to the Board at a prior meeting. The Notice, he reported, had only been recently received and was being reviewed by counsel and would be provided to the School's insurer.
- *Other Items.* Mr. Diacou reported on additional donations of furniture from Riverdale Country School, the costs of installing new white boards in the classrooms, the request for additional tuition stipends for Teacher-Social Workers attending the Relay program and the status of the Riverdale Mental Health satellite office at the School.



New Business

There was no new business

Public Comment

There were no public comments

Adjournment

The meeting was adjourned at [8:00 pm]

[Submitted by
Shirley Saunders, secretary
Approved by Board of
Trustees on September XX,
2016]



The Rosalyn Yalow Charter School

Election of Trustees, Officers and Executive Committee

I. Class Schedule of Board of Trustees and Term End Date

Class A September 1, 2017	Class B September 1, 2018	Class C September 1, 2019
John W. Carr	Gregoria Feliciano	William Jackson
Sandra Hayes	Micheal Rosen	Ivan Lee
Benjamin Kearney	Shirley Saunders	William Scribner
		Ben Yalow

II. Officers

Chairman	John W. Carr
Vice Chairman	Saundra Hayes
Treasurer	Michael Rosen
Secretary	Shirley Saunders

III. Executive Committee

John W. Carr
Saundra Hayes
Michael Rosen
Shirley Saunders
Ivan Lee
Ben Yalow

August 31, 2016