



THE ROSALYN YALOW CHARTER SCHOOL

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Board of Trustees Meeting Minutes

Tuesday, February 20th, 2018, 6:30 p.m.
116th East 169th Street
Bronx, New York 10463

Trustees Present

John W. Carr, Ivan Lee, Sandra Hayes, Shirley Saunders, Benjamin Yalow, and via Skype, Miguel Balbuena and Michael Rosen. Alec Diacou, Executive Director, and Collin Raymond of CSBM were also in attendance.

Call to Order

The meeting was called to order at 6:45 pm by Chairman John W. Carr. A quorum was present.

Adoption of Agenda

Upon a motion duly made, and seconded, the agenda was unanimously approved.

Approval of Minutes

Upon a motion duly made and seconded, the minutes of the meeting held on January 16, 2018, with certain changes requested by members of the board, were unanimously approved.

NLRB Certification of Unionization Election

The Executive Director reported that the vote on unionization of the teaching staff had been held with the result of a majority of those voting having voted against unionization.

The Chairman reported that one lesson of the effort to unionize the teaching staff was that the board and individual trustees needed to substantially increase their presence in the school and particularly in the classroom, and that increased opportunities for interaction with the staff need be provided. To that end Mr. Carr encouraged (1) each trustee to make a point of visiting the school and attending classes at least once or twice each year, (2) the Principal and Executive Director arrange for an informal social gathering where trustees could meet with the teachers and the school leadership team, and (3) the Principal and Executive Director plan for up to two formal social gathers at the school or elsewhere ideally early in the late summer or early fall of the academic year and again late in the spring of the year.

Finance Report

Michael Rosen and Collin Raymond of CSBM reviewed the monthly finance report for the seven-month period ending on January 31, 2018 distributed to the board.

Facilities

The Chairman described the decision of the New York State Education Department Charter School Office to not approve the Yalow request to open a second facility at Mount St. Michael Academy. He described the factors that the Charter School Office took into account and directed

the board to NYSED's letter rejecting Yalow's request. Mr. Carr also reported that the Charter School Office proposed that Yalow submit another proposal by the end of February. The Executive Director then reported on alternative plans to lease space at 3480 Third Avenue that was occupied by an existing charter school. Mr. Diacou reviewed with the board the features of the space, which had originally been considered at the time the St. Michaels school space was reviewed by the board. Mr. Diacou also reviewed the status of the extension of the lease at 116 E. 169th Street that had been approved and agreed to by Walker Memorial Baptist Church and Yalow on terms reviewed and approved by the board at a prior meeting.

On a motion duly made and seconded, the board unanimously approved the resolution attached as Exhibit A regarding the entering into a lease at 3480 Third Avenue and the submission of a request to the NYSED for approval of expansion into such location.

Teacher Compensation and related Matters

Mr. Diacou reported on the need to begin recruiting teachers for the 2018 – 2019 academic year and that the School needed to be earlier and more aggressive in hiring quality teachers. In connection to this he recommended that the base salary for classroom teaching staff be raised by \$7,500 across the board. After review of the financial implications of such an action in the coming year and extensive discussion, the board of trustees approved such change and upon a motion duly made and seconded unanimously approved the following resolution:

RESOLVED THAT, the base salary and formula used to determine the salary of the teaching staff shall be increased by \$7,500 per year effective in the 2018 – 2019 fiscal year, and that the Executive Director of the School is authorized and directed to take such further acts and make such required submissions and filings related thereto and execute such documents and agreements as are reasonably necessary to implement this resolution.

The Chairman also recommended that the board amend its paid time off policy to increase the number of days allowed under the policy from 5 to 10 annually which he reported was more competitive with similar policies at other charter schools. Upon a motion duly made and seconded the board unanimously adopted the following resolution:

RESOLVED THAT, the Paid Time Off policy set forth in the School Employee Handbook is hereby amended to provide 10 days off with pay rather than 5 days off as currently set forth in the policy, and that the Executive Director of the School is authorized and directed to revise such policy and distribute it to the staff of the School and to take such further acts and make such required submissions and filings related thereto and execute such documents and agreements as are reasonably necessary to implement this resolution.

In addition, the Chairman proposed that he would appoint a new Teacher's Advisory Committee on Facilities to review and advise the Executive Director and Principal on matters related to the school's current building and any second facility ultimately approved and occupied. Mr. Carr noted that he would look to the Principal for recommendations of the teachers to appoint to such committee.

Absentee Report

The Executive Director noted for the board's review the absentee report distributed to the trustees without discussion.

Principal Report

The Principal, having been excused from attendance at the meeting, was not able to deliver a report in person, and the Chairman agreed, as requested by members of the board, that he would request that the principal make available a written report on academic performance of the school at least monthly in advance of board meetings whenever she would be unable to attend in person.

Social Worker Teacher Strategy and Action Plan

The Chairman reminded the board of prior discussions regarding the need to better articulate and develop the School's strategy and plan of action for the use of social worker teachers in the classroom. Upon a motion duly made and seconded the board unanimously approved the following resolution:

RESOLVED THAT, the Rosalyn Yalow Charter School is hereby authorized and directed to undertake, and expend up to \$50,000 for outside consultants and advisors for use in, the preparation of a social worker teacher strategy and action plan, in consultation with the executive director and principal, and such additional expenditures related thereto in the reasonable judgement of the Chairman, and the Chairman authorized to direct, manage and undertake such activity and retain such outside consultants and advisors as he should determine in his reasonable judgement, and to take such further acts and make such required submissions and filings related thereto and execute such documents and agreements as are reasonably necessary to implement this resolution.

Chess Tournament

The Executive Director reported on the School's planned attendance at the NY State Scholastic Chess Championships in Saratoga, NY on March 10 and 11, and the importance of supporting the highly competitive chess team of the School. He informed the board that participation in the tournament was being supported by donations and parent fundraising, but additional funding was required for full participation. Upon a motion duly made and seconded, the board unanimously approved the expenditure of \$9,000, in addition to amounts received from outside sources, for costs related to attendance and competition in the chess tournament.

New Business

There was no new business

Public Comment

There were no public comments.

Adjournment

The meeting was adjourned at approximately 9:15 pm.

Submitted by John W. Carr, Chairman,
on behalf of Shirley Saunders, Secretary
Approved by the Board of Trustees on
March 20, 2018

Exhibit A

WHEREAS, the Rosalyn Yalow Charter School is in the process of requesting a charter revision to open a second location to accommodate growth as provided for in its charter from the New York State Education Department while continuing to operate at its existing facility at 116 E. 169th Street, Bronx, NY. and

WHEREAS, the proposed second facility is located at 3480 Third Avenue, Bronx, NY and currently is leased to an existing charter school, and

WHEREAS, the Executive Director has advised the Board that the principal terms of the proposed lease for 3480 Third Avenue will be as follows: (1) three-year gross lease; (2) delivery of possession not later than July 1, 2018; (4) approximate annual rental of \$682,000 in the first year, \$702,460 in the second year, and \$723,574 in the third year; (5) security deposit of \$159,000; (6) tenant to pay all utilities; (7) tenant to maintain the premises, structural and non-structural; (8) tenant to subordinate to Landlord mortgage provided mortgagee gives non-disturbance agreement and (9) lease subject to Board approval, and approval of New York State Education Department.

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT, the Executive Director of the School is hereby authorized and directed to enter into an agreement to lease the premises at 3480 Third Avenue, Bronx, New York upon the terms proposed to the Board by the Executive Director and pursuant to the terms of the lease agreement presented to the Board at this meeting, and it is hereby, with such change in the terms that such Executive Director may reasonably agree to after conferring with the Chairman, and

FURTHER RESOLVED THAT, the Executive Director of the School is hereby authorized and directed to file a revised application with the New York State Education Department seeking an amendment of its charter to permit the extension of its lease at its current school location and to authorize the expansion of the School onto a second campus located at 3480 Third Avenue on the terms discussed with the Board at this meeting, and

FURTHER RESOLVED THAT, the Executive Director of the School is hereby authorized and directed to take such further acts and execute such agreements as are reasonably necessary to implement the foregoing.

Resolved: The Rosalyn Yalow Charter School Board of Trustees amends the board resolution passed on November 21, 2017, listed as Attachment A to the Proposed Charter Revision for Rosalyn Yalow Charter School, authorizing and directing the executive director to file a revised application with the New York State Education Department seeking an amendment of its charter to permit the extension of its lease at its current school location in the Church Building and to authorize the expansion of the School onto a second campus at 3490 Third Avenue pursuant to the lease presented to the Board at this meeting, and negotiate the changes to the Third Avenue lease as stipulated by the board of trustees.