



THE ROSALYN YALOW CHARTER SCHOOL

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Board of Trustees Meeting Minutes

Tuesday, April 17, 2018, 6:30 p.m.
116th East 169th Street
Bronx, New York 10463

Trustees Present

John Carr, Sandra Hayes, Ben Yalow, Ivan Lee, Miguel Balbuena, Gregoria Feliciano and Shirley Saunders. Michael Rosen participated by telephone. Alec Diacou, executive director, Letta Belle, principal, Yvonne Booker-Byers, director of assessment, Shannon Burton, dean of instruction, Donald Mabrey, dean of students, and Collin Raymond, CSBM were also in attendance.

Call to Order

The meeting was called to order at 6:39 p.m.

2. Executive Session

The board agreed to engage BoardOnTrack for further board development, and the April 21, 2018 board retreat is rescheduled to May 5, 2018 from 10:00 a.m. - 5:00 p.m.

Governance Resolution

The Governance Resolution was discussed at length and agreed upon unanimously.

RESOLVED THAT, except as may otherwise be authorized by resolution of the board or expressly delegated to committees of the board, the Executive Director and the Principal shall report to and communicate with the Board at meetings and between meetings through the Chairman who shall act on behalf of the Board consistent with the School's charter, applicable law and delegations and authorizations of the Board of Trustees; provided that this shall in no way restrict the legal authority of individual trustees, Board committees or their chairs or designees to seek or obtain information about the activities of the School in the performance of their duties.

Preparation of Draft Minutes Resolution

The Preparation of Draft Minutes Resolution was discussed and agreed upon unanimously.

RESOLVED THAT, the Chairman is authorized to appoint a new or existing staff member (who may be an employee of the School) to undertake the duty of taking notes and preparing draft minutes at each meeting of the Board of Trustees for the Secretary or any Assistant Secretary (which office such person may be appointed to hold) at a cost not to exceed \$3,000 per year.

3. Adoption of Agenda

The adoption of the agenda was duly motioned and passed.

4. Chairman Report

5. Finance Report (Collin Raymond, CSBM, Michael Rosen)

9-month net income is \$996k, and FY17-18 year is forecast to end with net income of \$983k. A detailed discussion on IEP's and special education services ensued, including the ratio of teachers to students and IEP service reimbursements. We have 68 students receiving special education services.

We have begun staffing our operations to open the second campus on Third Avenue. We plan to hire 15-20 new teachers for the FY 18-19 and calculate on losing 8 teachers.

6. Facility Expansion (Resolution)

With respect to Yalow's charter revision request, NYSED is waiting for Yalow's board to finalize the opening and closing times of the two (2) campus locations 3480 Third Ave., Bronx, NY and 116 E. 169th St., Bronx, NY. Upon a motion duly made and seconded the board unanimously adopted the following resolution:

RESOLVED THAT, the opening and closing times for each campus will be as follow:

	<u>169th Street</u>	<u>Third Avenue</u>
Opening times:	8:00 a.m.	7:30 a.m.
Closing times:	5:00 p.m.	4:30 p.m.

This resolution was duly made, seconded and unanimously passed by the Board of Trustees.

7. Review of Facility Leases

Discussions ensued about our current location. Our attorney has prepared a First Amendment to Lease between Walker Memorial Baptist Church and Rosalyn Yalow Charter School (attached), addressing the roof and other responsibilities the Church has to Yalow school. Upon a motion duly made and seconded the board unanimously adopted the following resolution:

RESOLVED THAT, the First Amendment to Lease between Walker Memorial Baptist Church and Rosalyn Yalow Charter is approved.

It was also suggested that a Negotiating Committee be formed.

8. Principal Report

Our new dean of students, Mr. Don Mabrey, gave an overview of our student attendance and absentee report summaries as of April 13, 2018. See handouts submitted. A vigorous discussion ensued.

Principal Belle informed the board that the NYS Math test will be administered to Yalow's 3rd-grade students May 1-2, 2018. Naomi Ishida, Yalow's Singapore math instructional specialist, gave an extensive overview of the status of the math program.

Principal Belle addressed Yalow's compliance with teacher certification requirements, and is urging uncertified teachers to submit their pathway for NYS certification to her by May. Ms.

Belle projects that 15 to 20 teachers will need to be hired for FY18-19, and looks forward to utilizing Yalow's two campus locations beginning in September.

Yvonne Booker-Byers and Mr. M. Balbuena will attend a seminar at the Charter Center regarding student data collection on April 25, 2018. Mr. Carr suggested we form a pilot system of collecting student data for board review, which is more comprehensive than what we currently use.

9. Executive Director Report

The FY18-19 student lottery was held April 11. We accepted 120 kindergarten, 11 1st-grade, and 11 2nd-grade students. Over 400 applicants remain on our wait list (323 Kindergarten, 50 1st grade, 38 2nd grade). The Executive Director said that the Bronx Borough President, Ruben Diaz, Jr. will come to Yalow on Monday April 30, 2018 to give Yalow's chess team certificates for winning the 2018 NYS Scholastic Chess Championships. A performance based teacher bonus plan was discussed.

10. New Business – None

11. Public Comment – None

12. Adjournment – 9:37 p.m.

Submitted by Shirley Saunders, Secretary
Approved by the Board of Trustees on
May 15, 2018