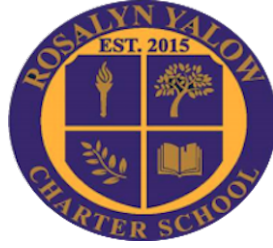


APPROVED



The Rosalyn Yalow Charter School

Minutes

Board of Trustees Meeting

Date and Time

Tuesday November 20, 2018 at 6:30 PM

Location

116 E. 169th St., Bronx, NY 10452. Certain members of the board may attend via Skype from other location, which locations will also be open to the public.

Objective

School Improvement Plan Review and Revisions. October Assessment Data Report.

When leaders know how to lead great meetings, there's less time wasted and less frustration. We have more energy to do the work that matters, realize our full potential, and do great things.

Justin Rosenstein

Trustees Present

B. Yalow, D. Friedman, G. Feliciano, I. Lee, L. Howard, M. Balbuena, M. Rosen (remote), S. Hayes (remote)

Trustees Absent

S. Saunders

Guests Present

A. Diacou, S. Burton

I. Opening Items

A. Call the Meeting to Order

M. Balbuena called a meeting of the board of trustees of The Rosalyn Yalow Charter School to order on Tuesday Nov 20, 2018 @ 6:30 PM at 116 E. 169th St., Bronx, NY 10452. Certain members of the board may attend via Skype from other location, which locations will also be open to the public..

A quorum was present.

B. Record Attendance and Guests

Kim Smaw, Vice principal and Guests: David Nussenbaum, Bronx Arts Ensemble, Esther Sosa, teaching assistant, Eldwin Fernandez, operations manager, Kathya Dunn-Moodie, parent, were also in attendance.

C. Adoption of Agenda

M. Balbuena made a motion to adopt the Agenda.
B. Yalow seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Executive Session

M. Balbuena made a motion to Go into Executive Session.
B. Yalow seconded the motion.
The board **VOTED** unanimously to approve the motion.
Executive Session was called to discuss the board retreat and salary structure. Discussed in Executive Session was the salary structure for new teachers and seasoned teachers. Ms. Shirley Saunders, effective January 15, 2019 will resign from the Board due to personal matters. The Board retreat has been confirmed for January 12, 2019.

E. End Executive Session

M. Balbuena made a motion to leave Executive Session.
B. Yalow seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Board Approval Minutes

A. Approve Minutes October 16, 2018 Board Meeting

M. Balbuena made a motion to approve minutes for the meeting held on October 16, 2018.
B. Yalow seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Nomination of Lakiesha Howard to be Secretary of the Board.

M. Balbuena made a motion to elect Lakiesha Howard as Secretary of the Board.
B. Yalow seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. To rescind 6/18/2018 resolution authorizing the election of co-chair as an additional Board Officer

M. Balbuena made a motion to rescind the June 19, 2018 resolution to revise Section 6.1 (b) of the ByLaws, approved September 4, 2014.
B. Yalow seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Expansion of Board members.

S. Hayes made a motion to amend Section 3.2 to read, "Number. The number of Trustees on the Board of Trustees shall be not less than seven and not more than fifteen or such other maximum as may be determined from time to time by amendment of these Bylaws. The term "Entire Board" wherever used in these Bylaws means the total number of Trustees, between seven and fifteen, elected

as of the most recently held election of Trustees, including Trustees previously elected whose terms have not yet expired.” Revision of § 3.2 of the Bylaws simplifies Board management. The amendment allows the Board to expand or reduce the number of Trustees constituting the “Entire Board” without the necessity of a Bylaw amendment so long as the number of trustees remains between seven and fifteen and the Board notifies the Authorizer of any change and seeks Authorizer approval for newly appointed trustees.

B. Yalow seconded the motion.

The board **VOTED** unanimously to approve the motion.

E. Charter Revision Request amending Bylaws to reflect new reporting of school leadership to Board

S. Hayes made a motion to amend the Rosalyn Yalow Charter School By-laws dated September 6, 2014, subject to NYSED’s final approval, and authorizes the Executive Director to incorporate feedback from NYSED. The Charter Revision Request amends the school Bylaws to reflect new reporting of school leadership to the Board of Trustees. A redlined copy of the proposed Bylaw revision is marked Attachment A.

B. Yalow seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. Presentation

A. Bronx Arts Ensemble (BAE)

Mr. David Nussenbaum, executive director of BAE—Yalow’s arts partner—provided an in-depth presentation of BAE’s arts in education programming BAE has 46 years of experience providing live classical music to diverse communities in the Bronx, plus many styles of music unique to the diverse heritage of Bronx residents. BAE is partnering with Columbia Teachers College to immerse BAE’s teaching artists with 21st century teaching skills.

Yalow’s arts collaboration with BAE includes violin (grades 3 and 4), chorus (grades k-4), and visual arts (grades k-4). The current arts schedule and objectives were provided to the board (Attachment B). On December 9, BAE has arranged for Yalow’s chorus to perform with the Bronx Opera Company at Bronx Community College.

B. Principal Report

Since the start of the new school, Principal Burton stated all of Yalow’s 48 teachers, teaching fellows, and coaches are being given 3 walk-through observations each year by various administrators. Formal teacher observations will take place in December. Mr. Burton stated he and Ms. Evans took part in a Harvard teacher recruitment fair in Cambridge and have two potential candidates to teach 4th and 5th grade science classes next year.

Professional development for teachers continues in CKLA, meeting with 3rd and 4th grade teachers. More technology is being added to the class rooms to help prepare for state exams. Principal Burton provided an update on scheduled student assessments and grade-by-grade completion rates as compared to schedule.

Fencing and chess instructors are submitting report card grades for the first time, providing parents an opportunity to see student performance in noncore electives. The goal is to add arts grades to the report card, as well.

As of November 9, Yalow’s chronic absentee rate was 13.9% (61 students); 8.4% at the main campus; 31.4% at the new kindergarten campus.

Attendance for 83% of last year’s chronic absentees is better, with 90% or higher attendance rate this school year. Roughly 4 or five students per grade are being

monitored so they don't hit the 10% chronic absentee rate. Consistent follow-up is being made to understand the issues. Saturday bi-lingual ESL classes resume following the Thanksgiving holiday. CPR training for parents was also held last Wednesday. Saturday programs for children who need extra support will continue.

Currently 77% of teachers have a graduate degree. By the end of the school year 91% will have a graduate degree. Mr. Diacou noted the school continues to exceed the allowable number of uncertified teachers—primarily due to Yalow's 11 teacher-social workers, only two of whom are certified as both teachers and LMSWs. Under the charter school law, we are only permitted 10 exemptions from NYS teaching certification. Most uncertified teacher-social workers are currently enrolled in graduate school education programs; remainder have been asked to enroll in RELAY GSE in summer 2019.

Teachers completed an attendance policy survey. Currently teachers are given 10 PTO days a year. Should teachers be paid at the end of year for unused PTO days and do they roll over to following year by December? Principal Burton asked that the Board considering allowing teachers to rollover unused days to the following year. This item will be tabled for the next agenda.

Principal Burton discussed the evaluation tool now put into place for teaching assistants. The goal is also to have an evaluation tool for Yalow academic administrators.

Review of NYC's 2017-18 School Quality Snapshot was tabled to the December 18 board meeting.

C. Data Dive

Vice Principal/Chief Data Officer Kim Smaw presented a PowerPoint overview of school-wide academic performance (STEP Literacy, NWEA, CKLA, and Singapore math), noting that 4th graders continue to excel in Math (Attachment C). All students new to Yalow have been assessed; 100% of them are reading below grade level. Lots of resources need to be focused in literacy to support the children and teachers.

A decision will have to be made very soon if Yalow is going to become a middle school or not. Mr. Diacou stated the Board will make a decision in June when the charter renewal is due.

To scaffold Yalow's goal of improving school-wide literacy, Dr. Lyon asked the Education Committee to consider incorporating phonics, word recognition and definitions into activities such as art, science, physical education, chess, fencing, and games at recess.

D. Executive Director's Report

- Contractors are trying to finish the work on the roof before Christmas.
- Thanksgiving Day dinner will be served to families at the school, starting at 10:30 a.m.
- Fundraised about \$2,500 for Thanksgiving dinner for families.
- Large banners have been placed at the third avenue site advertising for kindergarten student enrollment in 2018-19.
- Exploring the possibility of adding a small 1st-grade class at the main site, contingent on securing parent commitments from at least 12 parents of students on the waiting list.
- Opened 12:1:1 special education class at the kindergarten campus, currently with 5 students, 2 co-teachers and a teaching assistant.

IV. Committee Reports

A. Committee Reports

Finance Committee

A written 4-month year-to-date finance report was submitted to Board members in advance of the meeting. Although student enrollment is down from the target enrollment of 456 students (currently 443), FY 2017-18 year-end net income is currently forecast at \$183,521—\$115k over our budgeted surplus of \$67k. 17 of Yalow's kindergarten students withdrew from Yalow following the yellow bus debacles in September, after school was opened, while 20 4th graders never returned to Yalow. Kindergarten enrollment is slowly climbing.

Education Committee

Mr. Balbuena is reviewing the updated academic improvement plan. Once the document has been finalized it will be uploaded to BoardOnTrack and submitted to NYSED.

Social Emotional Committee

All committee members must be informed about meetings and to receive follow-up notes.

V. New Business

A. Additional topics which may be discussed or acted upon

Mr. Balbuena is scheduling a meeting in January to explore fundraising opportunities with a potential donor. He also stated he would like the Board to focus on holding a gala to help with the new facility.

Mr. Diacou introduced Anthony Thai, a portfolio manager for the Cornell University Endowment fund, who has been volunteering on Saturday mornings for the last 3 years to assist with coaching Yalow's chess team. Mr. Thai raised \$6,000 for the chess team.

VI. Public Comment

A. Public Comment

- Parents are concerned with the progress of students
- Parents want better communication from school. In addition, parents need to be more involved in their children's education.
- A better system must be put in place to handle children commuting home during bad weather conditions, such as the unexpected November 15 snowstorm.

VII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:26 PM.

Respectfully Submitted,
L. Howard
Submitted by Lakiesha Howard,
On behalf of Shirley Saunders, Secretary
Approved by Board of Trustees on
January 15, 2019