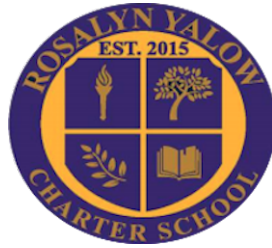


APPROVED



The Rosalyn Yalow Charter School

Minutes

Board of Trustees Meeting

Date and Time

Tuesday December 17, 2019 at 6:30 PM

Location

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

Mission Statement

The Rosalyn Yalow Charter School will eliminate the learning achievement gap for economically disadvantaged urban children—including special needs students and English language learners—by using engaging and demanding education; a team teaching model, linking an experienced teacher with a licensed social worker in grades K-2 and with a teaching fellow in later grades; rich extracurricular activities (fencing, arts, chess) to educate the whole child; and family support counseling—all in order to graduate our students at or above grade level in literacy and math.

Vision

Yalow's goal: Developing the whole child, encouraging each young student to excel.

Trustees Present

B. Yalow, G. Feliciano, I. Lee (remote), M. Balbuena, M. Rosen (remote), R. Lyon, S. Hayes (remote)

Trustees Absent

L. Howard

Guests Present

A. Diacou, Carlos Luna, parent, K. Smaw

I. Opening Items

A. Record Attendance and Guests

B. 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 Dec 17, 2019 @ 7:12 PM at 116 E. 169th St., Bronx, NY 10452. Certain members of the board may attend via GoToMeeting or Skype from other locations, which locations will also be open to the public..

C. Approve Minutes

R. Lyon made a motion to approve the minutes from. Board of Trustees Meeting on 11-20-19
G. Feliciano seconded the motion.

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

D. Update: Facility Search Process

On Friday, December 13, A.Diacou was invited to meet with the COO of Cardinal Hayes High School (CHHS) with the purpose of leasing space to house Yalow. Yalow is being offered exclusive access to the 3rd floor and a portion of the 4th floor (previously used as residences). Potential lease terms were discussed. Friday evening CHHS provided Yalow with a non-binding letter of intent for a co-location lease agreement signed by the CHSS board chairman and COO, subject to the approval of the NYSED and Archdioceses of New York. The Archdioceses of NY has indicated it will support the CHHS board decision. A term sheet for a 15-year lease with 5-year escalator was received on Monday, December 16 and reviewed with the finance committee Monday evening. It was agreed that B. Yalow would meet with the COO of Cardinal Hayes on Tuesday, prior to the Board meeting.

B. Yalow reported that the CHSS campus is stately, with sufficient space to meet all of Yalow's needs. Campus has a huge outdoor space for play. The building is designed with traditional high-ceiling classrooms, wide hallways. CHSS offers high-speed internet access and a state of art cloud -based security system. The proposed lease includes many amenities.

M. Rosen and B. Yalow discussed the financial and logistical implications of leasing from CHSS compared with having a developer build Yalow a new building, as the board discussed at November's board meeting.

E. Recommendation and vote for new school location

B. Yalow made a motion to to negotiate a co-location lease with Cardinal Hayes High School along the terms outlined in the proposed term sheet.

G. Feliciano seconded the motion.

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

II. Executive Session

A. Bonus distribution

B. Yalow made a motion to to go into executive session at 7:15p.m.

R. Lyon seconded the motion.

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

M. Balbuena made a motion to allocate the bonuses approved in July 2019 to 5 employees.

M. Rosen seconded the motion.

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

M. Balbuena made a motion to name K. Smaw as Interim Principal through June 30, 2020.

S. Hayes seconded the motion.

K. Smaw will assume all roles of the principal and report directly to the board. The board **VOTED** unanimously to approve the motion.

M. Balbuena made a motion to to allocate the \$25,000 of bonus pool approved at the July 16, 2019 board meeting.

M. Rosen seconded the motion.

The executive director was instructed to include the bonus allocations in December 31 paychecks. The board **VOTED** unanimously to approve the motion.

B. Personnel

S. Hayes asked that the board do all it can to support K. Smaw.

M. Balbuena asked the principal to review and standardize teaching hour expectations among teachers.

C. Select board retreat date for December/January

Board retreat scheduled for Saturday, January 25, 2020.

Executive session ended at 7:32 p.m.

III. Education Committee

A. Internal student testing data

K. Smaw presented external NWEA fall testing data for math, indicating the following percentages of K-5 students are at, or above, grade level in math: K—38%; 1st-grade—41%; 2nd-grade—72%; 3rd-grade—58%; 4th-grade—70%; 5th-grade—90%.

STEP Literacy cycle 1 fall testing indicates the following percentages of students are on target level, or above target level in literacy: K—23%; 1st-grade—40%; 2nd-grade—19%; 3rd-grade—24%.

NWEA fall testing for reading indicates the following percentages of grades 4-5 students are at, or above, grade level in reading: 4th-grade—61%; 5th-grade—80%.

M. Feliciano asked that parents be invited to school to discuss the urgency of parental involvement in academic success.

IV. Finance

A. July-November budget review

B. Yalow reviewed Yalow's finances as of November 30, 2019. We are experiencing significant deviations from the FY19-20 budget. Enrollment is down 24 students from budget, decreasing projected revenue by \$394k, although 13 additional students now receiving IEP services, increasing revenue by \$234k. Employee expenses—payroll taxes and benefits—were \$617k below budget. The net result: FY2019-20 year-end net income is currently forecast at \$363k—\$284k over the budgeted surplus of \$79k, and the school will end the 2019-20 fiscal year with approximately \$3.3 million in cash.

V. Principal Report

A. Teacher hire update as of December 11, 2019

interim principal K. Smaw updated the board on teacher hiring. Yalow has 7 open teaching positions, not including the 3 "extra" teachers the board approved to help eliminate the student achievement gap:

- 1 teacher-social worker
- 3 teachers
- 3 RTI team

B. Chronic Absentee Report

Chronic absenteeism is 17%—87 students: 15% at Yalow's main campus (2nd-5th-grades), and 20.4% at the Third Ave. campus (kindergarten and 1st-grade).

VI. Executive Director Report

A. Student enrollment

Yalow enrollment is down to 511 as a few students have moved out-of-state. Attrition continues in upper grades.

S. Hayes requested a report on reasons for student attrition over the 2015-19 period, prior to January's board meeting.

S. Hayes also reiterated the board's expectation that new parents are informed that, once they accept a placement for their child at Yalow, or reenroll for the following year, the family should complete the school year at Yalow.

The board requested that administration tailor messaging to new and existing parents that Yalow strives to provide students with a private school experience, incorporating high academic expectations, alongside art , chess, fencing, and music—opening children's minds to a wider world experience.

VII. Other Business

A. Mini DESA

R. Lyon requested that the DESA-mini survey of students be summarized and relayed to board in January.

VIII. 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 8:44 PM.

Respectfully Submitted,
A. Diacou

Documents used during the meeting

- Orlando 12.14.19 Charter Revision Request-CHHS.pdf
- Orlando 12.14.19 Charter Revision Request-Cauldwell.pdf
- Orlando 12.14.19 Charter Revision Request-River.pdf
- 2019 - 8_December_PROGRESS MONITORING #2_KS (1).pdf
- Sept 2019_NWEA_STEP Grade Report Math Performance 2020-KS (2).pdf
- RYCS Monthly Report - Nov 2019.pdf
- Attachment 6.a-vacancies 12.13.19.pdf
- Absentee Summary as of Dec 4, 2019.pdf
- Board Meeting Attendance 2019-2020 - Aug-Dec.pdf
- Roster Breakdown.xlsx - Roster Tally 2019-2020 _121719.pdf