

APPROVED



The Rosalyn Yalow Charter School

Minutes

Board Meeting

Date and Time

Tuesday June 16, 2020 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 (remote), G. Feliciano (remote), I. Lee (remote), L. Howard (remote), M. Balbuena (remote), M. Rosen (remote), R. Lyon (remote), S. Hayes (remote)

Trustees Absent

None

Guests Present

A. Diacou (remote), K. Smaw (remote)

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 Jun 16, 2020 @ 6:35 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..

B. Record Attendance and Guests

II. Fundraising Branding Presentation

A. Amy Sokal overview of Yalow's branding and fundraising development

Yalow's part-time development director, Amy Sokal, reviewed her progress establishing Yalow's branding guidelines to use when approaching community partners and donors, and identified three potential donor targets whose guidelines match Yalow's profile. The short-term goal is to create awareness for future "asks."

III. Items for board approval

A. Approve May 19 board meetings

B. Yalow made a motion to approve the minutes from May 19, 2020 Board Meeting on 05-19-20.

R. Lyon seconded the motion.

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

B. Approve Prepayment UChicago Urban Education Institute

B. Yalow made a motion to purchase an inventory of STEP Literacy kits, teacher professional development, and student growth analysis from UChicago's Urban Education Institute.

L. Howard seconded the motion.

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

C. Approve Revised CHHS Sub-lease Term Sheet

B. Yalow made a motion to Approve the Cardinal Hayes High School sublease term sheet dated June 14, 2020, as revised from the previously approved term sheet dated December 17, 2019.

G. Feliciano seconded the motion.

B. Yalow requested that A. Diacou confirm that the school will be able to piggyback off the existing CHHS internet. The board **VOTED** unanimously to approve the motion.

IV. Finance

A. 11-month finance review

Year-end net income is forecast at \$1,276,197. We have almost in the bank As of June 13, 2020 Yalow had 2020, Yalow had \$6 million in cash, including a \$1,143,150 loan under the Paycheck Protection Program. Yalow's surplus is attributable to under hiring prior to the March COVID-19 school closure and reduced spending during school. Additional expense (c. \$49,000) was incurred creating a remote/online enrollment system enabling parents to complete student enrollment packets online rather than coming to the school and filling out paper forms.

V. Principal Report

A. Update: Remote-learning overview, April 1-June 13

1. Parents are called daily by the dean of students when students don't check in to their Google classrooms
2. Covid-19 is affecting relatives of students and staff members

3. Board members have had opportunities to observe Google classrooms

B. Distance-learning attendance report

Chronic absenteeism is an on-going problem with our kindergarten and 1st-grade students at the Third Avenue campus.

	K-1 Campus	Main Campus	Combined
Chronic absentees (50 days)	32.8%	8.9%	18.4%

C. End of year k-5 student assessment data

Student assessment data will be presented at the July Education Committee meeting.

VI. Executive Director Report

A. Teacher Hire Update

- 20 teachers needed for 2020-2021 (10 for unfilled positions; 10 replacements)
- 12 accepted and signed offer letters to teachers
- Many new candidates; teacher interviews continue daily

B. Paycheck Protection Program (PPP) Loan has been funded

\$1,143,150 PPP loan at 1% interest rate with Citibank closed on May 23, 2020. The loan sized to be fully forgivable after 8-weeks, covering salaries, benefits, and utilities.

C. Path forward for Yalow's reopening to in-person student instruction

The Board is waiting for Governor Cuomo to lift the Emergency Order closing schools. In the meantime, Yalow staff is taking the following steps to prepare Yalow's two campuses for reopening:

1. Equipping the school's two lobby areas, all classrooms, and cafeterias with permanent see-through protective partitions to keep kids and staff separated as much practical
2. Clearing all classrooms of extraneous obstacles to maximize mobility within classrooms (e.g., extra bookshelves, cubbies, et al)
3. Installing built-in storage for student coats and book bags, protective safety glass barrier surrounding teacher desks, see-through partitions around all student desks and cafeteria tables
4. Purchasing reusable protective face masks and thermometers for students

Unknowns:

- DOH guidance to establish protocols for school nurses to follow (e.g. temperature checks et al)
- NYCDOE policy be for social distancing of students on yellow buses? 60% of Yalow's students (i.e., 300) now take buses to Yalow's two campuses. Will DOE even provide buses for students?
- plan for student dismissal during inclement weather (e.g., rain, snow).

Present policy is to keep students in the lobby and cafeteria until we "see" their parent at the door, but this policy doesn't comport with new social distancing guidelines. How will students be released to their parents while parents are waiting outside the school building when it's raining?

D. Photos of lobby and model classroom partitions

Board reviewed photos of model classroom, lobby, and cafeteria partitions.

E. Virtual 5th-grade Graduation Video

- A video is being prepared including the photos of all 47 5th graders dressed in their cap and gown, testimonials from Yalow teachers and principal, and archived photos from Yalow's past 5 years.
- Graduation will be broadcast Monday, June 29, at 9:30 a.m. on Yalow's homepage (yalowcharter.org)

VII. Executive Session

A. CEO and principal evaluations

- Executive director evaluation is in progress.
- 360-evaluation of the interim principal to be completed by July 6.
- Permanent principal appointment will be announced at July Board meeting.

B. 4-year strategic plan

- D. Pasek, Pasek Consulting, will meet with Board at July meeting.
- 2 prospective new board members will be vetted by the Board.

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 8:03 PM.

Respectfully Submitted,
L. Howard

Documents used during the meeting

- Development Update 6 16 20.pdf
- RosalynYalow_BrandingGuidelines.pdf
- Rosalyn Yalow CS - CHHS Term Sheet 6_14_2020.pdf
- Roslyn Yalow CS - Cardinal Hayes Term Sheet (1) - Google Docs.pdf
- RYCS Monthly Report - May 2020.pdf
- Aggregated Student Attendance - Board Meeting Percentages.pdf
- Chronic Absentee Graphs April 1-June 13, 2020.pdf
- Yalow Teachers Hire Template 06.13.2020 v1 (FY 2020-2021).pdf
- IMG_3185.jpg
- IMG_3186.jpg
- IMG_3251.jpg
- IMG_3252.jpeg
- IMG_3257.jpg
- Pages from Virtual Graduation Ceremony Agreement - Rosalyn Yalow Charter School.pdf