

APPROVED



# The Rosalyn Yalow Charter School

## Minutes

### Board Meeting

---

#### **Date and Time**

Tuesday October 20, 2020 at 6:30 PM

#### **Location**

Via GoToMeeting

---

#### 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), Rosy Chhabra Psy.D., Montefiore School Health Programs, Eugene Mazo, SEEcompany, Zachary K., SEEcompany (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 Oct 20, 2020 @ 6:30 PM.

**B. Record Attendance and Guests**

**II. Items for board approval**

**A. Approve August 18, 2020 board minutes**

B. Yalow made a motion to approve the minutes from Board Meeting on 08-18-20.

G. Feliciano seconded the motion.

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

**B. Approve September 17, 2020 board minutes**

B. Yalow made a motion to approve the minutes from Board Meeting on 09-15-20.

G. Feliciano seconded the motion.

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

**C. Partnership—Montefiore School Health Program Memorandum of Understanding**

Rosy Chhabra, Psy.D., the director of Montefiore's School Based Health Program stated they provide services in the Bronx 31 to Health Centers. They cover over 95 schools and provide care to over 42,000 students. Montefiore School Based Health Programs has agreed to partner with Yalow and provide mental health services to Yalow's families. Montefiore does not currently have a license to provide satellite services at Yalow, mental health services will begin with tele-therapy. To legally provide services, Montefiore must first complete intake medical evaluations for Yalow students to be treated by Montefiore. The finance committee discussed Memorandum of Understanding provided by Montefiore and requested clarification on Montefiore's expectations from Yalow.

**D. Synchronous learning platform for 4 (or 5) special education ICT classrooms**

Eugene Mazo, a member of the SEE company stated their goal is to improve academic outcomes for those students receiving remote instruction. The proposed integrated hardware solution enables teachers to unify the instructional experience for both remote and in-person students. Yalow's curriculum will be displayed on Smart boards in classrooms. Virtual students will be able to view the same classroom materials as in-person students. Teachers can ask questions of both groups of students simultaneously, and all students can hear responses. The intent is to remove remote learning obstacles observed during the April–June period of remote instruction.

The Education committee reviewed the proposal on September 3, and recommended a pilot program for Yalow's 4 special education ICT classrooms with a budget of \$35,000, with a precondition that Principal Smaw see how the SEE platform is being used for instruction at Cardinal Hayes High School. Finance committee reviewed the financial implications of the proposal on September 3, opining that Yalow can afford the investment. Mr. Balbuena stated he would like to see the product and services in person before moving forward.

B. Yalow stressed the need to increase available internet bandwidth when the school moves into CHHS to accommodate those students who will be connecting remotely to minimize buffering or dropped connections for remote learners.

**E. Non-Material Charter Revision to Substitute MSWs for LMSWs**

On May 17, 2016 the Board approved a resolution authorizing school leaders to hire MSWs as teacher-social workers in lieu of LMSWs when LMSWs could not be hired. NYSED did not approve of the modification to the Yalow's charter. Recently, A. Diacou was informed that the Charter School Office would consider an application for charter revision.

The proposed charter revision was discussed at the October 6 education committee meeting and recommended for consideration by the full Board.

**Resolved** that the Executive Director is authorized to submit an application to the New York State Education Department for a non-material charter revision permitting the Rosalyn Yalow Charter School to hire qualified candidates with a masters of social work (MSW) degree to serve as classroom teacher-social workers, in addition to licensed MSW (LMSW) candidates and those holding an LMFT credential.

B. Yalow made a motion to To allow Yalow to hire unlicensed social workers who have a Masters Degree in Social Work from an Accredited University.

R. Lyon seconded the motion.

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

#### **F. Review and Approve Annual Audited Financial Statements**

M. Rosen noted that the auditors issue and "unqualified" opinion of the schools financial statements.

B. Yalow noted that the Paycheck Protection Loan of \$1,145, 016 received on may 23, 2020 is expected to be forgiven after the Small Business Administration issues final guidelines for loan forgiveness.

B. Yalow made a motion to Approve Annual Audited Financial Statements.

R. Lyon seconded the motion.

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

### **III. Finance report**

#### **A. July 1-August 31 financial statement**

We are running a slight deficit from budget—currently forecast at (\$12,000)—due to having 18 fewer students. The loss in revenue has been largely offset by delayed hires of teachers and administrators.

- Several individuals were not hired until September. The budget assumes all administrators begin on July 1 and that all teachers begin on August 1. This wasn't the case for everyone. Several individuals didn't begin until September.
- We budgeted for 12 teachers to be hired in Yalow's Tier-I salary category, although we were only able to find two teachers meeting the highly-qualified criteria established for Tier-I teachers. The remainder of Yalow's newly hired teachers were hired in Yalow's lower salary tiers.
- the hiring process is not complete. 7 budgeted positions remain unfilled.

Cuts in per pupil revenue is a real possibility (currently set at \$16,123). Governor Cuomo and the legislature could propose cuts to per pupil aid mid-year to cover the large projected NYS budget deficits.

#### **Cash Flow:**

- \$6.8 million in the bank as of September 30, 2020
- year-end cash forecast at \$6.3 million, which will be available for construction related expenses for Yalow's move to Cardinal Hayes High School.

### **IV. Principal report**

#### **A. Update: remote v. hybrid instruction progress**

The number of hours spent on the computer has been challenging for both students and teachers. Currently there are:

- 517 students, October 12
- 252 students (49%) enrolled in remote instruction through November 21
- 265 students (51%) enrolled in hybrid instruction, (Tuesday, Thursday, and Friday)
- tutoring began on Wednesday, October 14

- 29 students enrolled in tutoring on Mondays and Wednesdays; 9 k–1 students and 20 2–5 students.

## **B. Chronic absentee report**

Chronic Absentees by Grade:

Kindergarten: 46 students out of 100 (46.00%)

1st-grade: 37 students out of 90 (40.66%)

2nd-grade: 30 students out of 95 (31.58%)

3rd-grade: 13 students out of 96 (13.54%)

4th-grade: 5 students out of 76 (6.58%)

5th-grade: 6 students out of 73 (8.22%)

K. Smaw noted that she conducted 7 town hall meetings with parents to inform them of their choices to attend school either hybrid—3 days in person, 2 days remote—or fully-remote.

The lack of availability of yellow bus service for families created a wedge for many families traveling from the north Bronx to Yalow, who couldn't attend in person without bus services.

M. Balbuena stressed that the deans of students and parent coordinator need to be proactive with families. These absentee results are not acceptable.

L. Howard and S. Hayes stressed the importance of resuming home visits to families, particularly those students who have chronic absences.

## **V. Executive Director report**

### **A. Students withdrawn (attrition) between 2019-2020 & 2020-2021**

Students withdrawn (attrition) between 2019-2020 & 2020-2021 FYI

- 82 Yalow students withdrew from Yalow over the summer, from July 1–October 15
- represents 9.8% of Yalow's 461 student enrollment lost during the summer school break (excludes graduates)
- 45 newly selected kindergarten students for 2020-2021 never reported for school in September

2019–2020 Student Attrition by Grade

kindergarten 22%

1st grade 13%

2nd grade 4%

3rd grade 4%

4th grade 13%

- 51% left for charter schools
- 26% left for public schools (a few because the DOE hadn't begun yellow bus service)
- 18% moved out of NYC

A few more second grade students are expected to enroll on Monday, October 19. After these students come in, Yalow's waiting lists are depleted and we are dependent on walk-in applications for kindergarten seats to increase enrollment to 536 students

B. Yalow stated that the school needs to shore up student attrition. The financial risk of falling short of enrolling 536 students is too great.

Mr. Balbuena sent the leadership of the school a work plan on enrollment and recruitment. He stated the school must be diligent on how recruit is done for the next incoming class. He asked that the plan Ms. Smaw presented a year ago be revisited where she urged for a Hybrid Summer inviting pre-school children into the school while in operation.

### **B. Cardinal Hayes High School update**

The board reviewed the architect's preliminary test fit for the 3rd and 4th floors spaces at Cardinal Hayes High School.

In order to move into Cardinal Hayes by August of 2021 we will need a certificate of occupancy that will need to be filed with the NYC Department of Buildings (DOB). The timeline from DOB filing to commencement of construction to issuance of a certificate of occupancy by the DOB is very tight. In order to file with the Buildings Department the lease must be completed in the next two weeks. The Board will need to consider if we will make this major investment not knowing for sure if we can deliver the project by August 2021.

## **VI. Executive Session**

### **A. Other Business**

- Mission and Vision Statement to be discussed at January Board Retreat
- Visit to Cardinale Hayes for SEEcompany for face to face Presentation

## **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 8:04 PM.

Respectfully Submitted,  
L. Howard

---

## **Documents used during the meeting**

- MMG-291195\_MSHPMentalHealthBrochure\_Rebrand\_English\_v16\_EngSpan11.pdf
- Charter Revision Request 10.15.20.pdf
- ROSALYN YALOW CHARTER SCHOOL - 06.30.2020 - FS - DRAFT #3.pdf
- ROSALYN YALOW CHARTER SCHOOL - 06.30.2020 - RCL - DRAFT #1.pdf
- RYCS Monthly Report - Sep 2020.pdf
- Hybrid Enrollment by Grade 10-12.20.pdf
- Board Meeting Attendance 10.12.20.pdf
- Withdrawn students 10.15.20.pdf
- A-000 TEST FIT R0.1.pdf
- A-000 TEST FIT R0.1.pdf
- Preliminary Budget Rosalyn Yalow Charter School .pdf
- Yalow Draft Development Calendar .pdf