

APPROVED



The Rosalyn Yalow Charter School

Minutes

Board Meeting

Date and Time

Tuesday February 16, 2021 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), S. Hayes (remote)

Trustees Absent

R. Lyon

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 Feb 16, 2021 at 6:32 PM.

B. Record Attendance and Guests

II. Approve minutes

A. December 15, 2020 Board minutes

B. Yalow made a motion to approve the minutes from Board Meeting on 12-15-20.
S. Hayes seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. January 19, 2021 Board minutes

B. Yalow made a motion to approve the minutes from Board Meeting on 01-19-21.
S. Hayes seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Finance report

A. July 1-December 31 financial statement

Forecast budget surplus is \$764,410.

Revenues:

1. The forecast number of full time equivalent number of students used in the budgeted revenue forecast is 518 students (vs. 525 on 2/11/21). The lower student enrollment results in forecast revenue losses of (\$276,963).
2. The new ESSER grant Yalow increases revenue by \$287,771. ESSER revenues will be matched dollar for dollar with COVID-19 related expenses, Contingency (code #7930).

Expenses:

1. Delayed hires of teachers and administrators account for the majority of Yalow's budget surplus (\$812,047).
2. Expense savings are being realized in many line item categories due to the pandemic slowdown.
- 3 budgeted positions remain unfilled. • The budget assumed 12 teachers would be hired in Yalow's Tier-I salary category, although most were hired in lower salary tiers.

Cash Flow:

We had \$6.4 million in the bank as of January 31, 2021, and anticipate ending the fiscal year with \$5.3 million in cash, excluding construction outlays for Cardinal Hayes.

Over \$3 million of cash balances will be spent completing the renovations to our new Cardinal Hayes facility.

IV. Principal report

A. Update: remote v. hybrid instruction progress

- 525 students, February 11
- 218 students (41%) enrolled in remote instruction
- 307 students (59%) enrolled in hybrid instruction

Fewest students of in class learning are from the 5th grade.

There has been improvement in learning across the board, however the upper grades continue to struggle in math.

B. Student data dive

1st grade declined in CKLA in comparison to how they were previously doing. This is attributed to many teachers being out for the month of December due to being quarantined. RTI members were used to fill in. Currently the school does not have the substitute teacher model.

C. Chronic absentee report

Chronic Absentees by Grade:

Kindergarten: 24 students out of 101 (23.8%)

1st-grade: 24 students out of 86 (27.9%)

2nd-grade: 16 students out of 99 (16.2%)

3rd-grade: 4 students out of 94 (4.3%)

4th-grade: 1 students out of 76 (1.3%)

5th-grade: 4 students out of 70 (5.7%)

D. Current Unit Teaching Chart

CKLA Current Teaching Unit

- Kindergarten-on track
- 1st grade-on track
- 2nd grade-1 unit behind
- 3rd grade-2 units behind
- 4th and fifth grade 1 unit behind

CKLA Current Teaching Unit

- Kindergarten-1 unit behind
- 1st 2-units behind
- 2nd grade-3 units behind
- 3rd grade-4 units behind
- 4th grade-4 units behind
- 5th grade-1 unit behind

Ms. Smaw noted that the school year did not start on-time. In addition, for grades 3 and 4 curriculum is rewritten to help with the challenges.

V. Executive Director report

A. Cardinal Hayes lease approval and construction timeline

Cardinal Hayes lease approval and construction timeline

- CHHS lease signed Friday, December 18.
- Archdiocese approved on December 18.
- waiting for NYSED approval of terms of lease.
- asbestos remediation completed, and 3rd floor lockers removed.
- February 16, drawings to be submitted to DOB for Alt.1 permit to change use of 4th floor from residential to educational purposes, and proceed with buildout of 3rd floor. Alt 1 drawings take approx. 3 months for approval.
- demolition permit following receipt of asbestos report.
- February 22, submit application for Alt. 2 permit enabling Yalow to commence demolition of the 4th floor apartments.
- February 24, construction manager selected to start bidding out the individual trades Carpentry, plumbing, electrical, etc.).
- February 25 target date for commencement of 4th floor demolition.

- March 1, demolition contractor begins their work on 3rd and 4th floors.
- March 15 (plus or minus), CHHS delivers approved Alt. 2 permits to Yalow to proceed with 4th floor buildout.
- March 15, 3rd floor construction commences.

The 4th floor of CHHS is currently has a certificate of occupancy as residential apartments. Yalow's 4th floor construction won't commence until the DOB approves the change of use from "residential" to "school."

To the extent there is a delay in obtaining a construction permit for the 4th floor change of use, Yalow will proceed to open with occupancy of the 3rd floor. The primary impact for Yalow is that use of the cafeteria would be delayed, and students would need to eat in their classrooms.

B. Distribution of new Yalow brochure

- Brochure mailed to homes of 525 Yalow students.
- Hand-delivered to 50+ Head Start and early learning centers for recruitment of kindergarten students

C. DRAFT of Yalow data dashboard

Mr. Balbuena stated he would like to hold an Executive Session to discuss the Dashboard. He's interested in doing a one pager that outlines demographics, attendance percentile of enrollment, academics and finances. It is intended for internal use of the school to do month to month comparison of where the school currently is in addition to a year-to-year comparisons.

VI. Closing Items

A. Adjourn Meeting

M. Rosen made a motion to Adjourn.

B. Yalow seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:40 PM.

Respectfully Submitted,
L. Howard