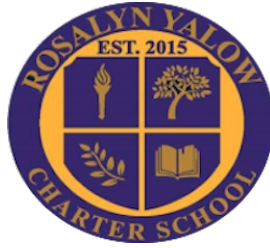


APPROVED



# The Rosalyn Yalow Charter School

## Minutes

### Board Meeting

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#### **Date and Time**

Tuesday February 22, 2022 at 6:30 PM

#### **Location**

650 Grand Concourse, 4th fl Cafeteria

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#### 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.

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#### **Trustees Present**

B. Yalow (remote), I. Lee (remote), L. Howard (remote), M. Balbuena (remote), R. Lyon (remote), S. Hayes

#### **Trustees Absent**

G. Feliciano, M. Rosen

#### **Guests Present**

A. Diacou, K. Smaw

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### **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 Feb 22, 2022 at 6:51 PM.

## **II. Chairman updates**

### **A. Miscellaneous**

- Mr. Balbuena thanked the Education Committee for all their hard work. In addition, Mr. Balbuena thanked Ms. Smaw on behalf of the entire board on a successful open house of almost 400 parents.
- Mr. Balbuena reminded the board that the Board Retreat is scheduled for Friday, February 26th and asked school leadership to be available from 11am-3pm in case they are needed.
- Mr. Balbuena announced that there are two translators present tonight's meeting.

## **III. Finance report**

### **A. Cash flow forecast**

Cash balances February 16, 2022: \$5,122,775. Remaining cash after Hayes construction costs paid: \$2,133,830. (includes \$175,000 increase in electric switchgear estimate to \$875,000) Yalow's cash position benefits from state ARP and federal CRRSA grant revenues, and fewer administrator and teacher hires than originally budgeted. Forecast reflects 461 students, a 14% decrease from charter cap of 536. See student attrition report, below. The finance committee is preparing worst-case budget scenarios for FY2022-2023 and FY2023-2024 to demonstrate which expenses might be cut if enrollment decreases any further in subsequent years. Examples: • teaching staff would be reduced but will maintain an 11:1 student-teacher ratio (consistent with our charter) • corresponding reductions in operating expenses, keeping in mind that the minimum rent expense is fixed at \$2.5 million.

## **IV. Principal report**

### **A. Baseline student data–fall 2021–2022**

NWEA math assessment status for Cycle 1 (ending January 28, 2022) Cycle 1 results: • 49% of students in the school are meeting or exceeding grade-level benchmark (77% proficiency). • 28% of the students in the school are performing below grade-level benchmark. • Kindergarten and 5th grade have highest proficiency at 60% and 59%, respectively. • 2nd and 4th grade have lowest proficiency at 33% and 42%, respectively.

Targeted skill deficits to be addressed by teachers and RTI team: • All students across the grades need to improve problem solving skills and grade level standards. Summary K-5 NWEA math assessments attached.

### **B. Hiring updates**

Yalow maintains a strong student-to-teacher ratio of 10:1. The school has 41 general education and response to intervention team teachers, plus 6 chess and fencing instructors supporting 464 students. • 4 new teachers begin Friday, February 25 and Monday, February 28 (2 classroom teachers and 2 reading

interventionists) Hiring for the following budgeted positions: • 2 chess positions that had been placed on hold, pending resumption of in-person chess tournaments • 3 teacher-social workers 1 general ed teacher • 5 RTI team members (reading interventionists) • CKLA coordinator previously placed on hold • assistant principal (leave replacement) Some hiring shortfalls have been offset with temporary replacements—Robert Half and Bronx Arts Ensemble.

### **C. Saturday Academy continues**

Two student groups prioritized: • grades k-1 students: phonemic awareness • grades 3-5 students: reading comprehension and math skills.

### **D. Family engagement**

• Middle school application admissions guide sent home to parents. • Middle school application workshops continue.

### **E. Year-to-date-attendance 2021-2022**

Average attendance rate: 88.7% Perfect attendance: 21 students (4.6%).

Chronic Absentees by Grade: Kindergarten: 42 students out of 76 (55.3%) 1st-grade: 35 students out of 82 (42.7%) 2nd-grade: 36 students out of 84 (42.9%) 3rd-grade: 34 students out of 83 (41%) 4th-grade: 31 student out of 78 (39.7%) 5th-grade: 15 students out of 59 (25.5%) Total: 193 students out of 462 (41.8%).

## **V. Executive Director report**

### **A. February 4, 2022 Roof leaks**

Remediation of 4 classroom ceilings required. 2 classrooms were lost on February 5 as a result of massive snow accumulation on the 4th floor parapets overhanging those classrooms from the January 29 snowstorm and subsequent water accumulation when snow and ice melted the following week. Another 2 classrooms have peeling or missing plaster. Several meetings between Hayes, Yalow, and our respective insurance carriers took place the past two weeks.

CHHS insurance will pay for the short-term remediation of drains above three Yalow classrooms, St. John's, Brown, and fencing • CHHS insurance will pay for restoration of two classrooms, St. John's and Brown • Catholic Mutual, the insurance carrier of CHHS, surveyed damages on Wednesday, February 16. • Hayes will store furniture displaced from the art and music rooms on the vacant apartments on the 4th floor • leaky ceiling in Yale (caused by leaks from exterior roof drain) will be patched and peeling paint in NYU (caused by leaky 4th floor radiator in an existing apartment) and repainted during this week's break (February 21-24) • roof leaks around three roof drains around Brown, St Johns, and the fencing room, and begin patching on Monday, February 21 • roofer will assess leak in Yale area to ascertain required repair • CTS will remove newly installed Epson projectors and wifi equipment for added protection • Kel-mar has been asked to assess the feasibility of removing the 4 air handlers hung in St. Johns and Brown prior to ceiling replacement • ceiling in St. John's and Brown will be removed and replaced over Spring Break, beginning April 16.

CHHS will seek three proposals for complete replacement of 4th floor terraces to avoid future leaks into classrooms. Depending on how long it takes CHHS to decide on a course of action to repair the CHHS parapet roofs above the two classrooms the remediation process could drag on into summer.

- parapet roof demolition, including stopping old waterproofing membrane to determine where the leaks are located, then removing and replacing old roof
- demolition entire classroom ceiling (remaining ceiling appears to be compromised)
- replace classroom ceilings (cement and plaster or drop ceilings)
- plaster and paint entire classrooms.

Discussions continue, but we should anticipate that installation of dunnage for the HVAC compressors and installation of the compressors, themselves, will be delayed until the parapets are fully restored. I can imagine a scenario in which parapets will not be restored until early May, which may push back dunnage and compressor installation to late-May at the earliest. Floor plans showing relocations of St. John's and Brown classrooms and locations of 4th floor parapets above classrooms where water accumulated and penetrated classrooms.

#### **B. Notifications sent to parents and NYSED**

- Parent notifications (English and Spanish) sent February 10, via Mailchimp
- NYSED notification sent February 11, via email.

#### **C. Replacement of CHHS electrical switches**

No cost update. Completion date not yet available. • On January 12, A. Diacou met with Michael Carey, President of Hayes, and Wm. Lessa, principal to review all prior communication with Hayes board about the replacement of electrical switches, installation of HVAC units, and the need for replacement of plumbing waste pipes, including the June 4, 2021 letter outline Yalow's cost-sharing proposal for the electrical switch replacement 1. CHHS selected Anthony G. Ferry Inc. ("Anthony G. Ferry Inc." or "AGF") electrical contractor 2. electrical contractor will provide an initial contract to Hayes to submit load letter to con Ed so a price can be fixed for work to be completed by Con Ed.

#### **D. Cardinal Hayes additional work**

Kel-Mar is working to complete architect's punch list during the February 21-24 school break, • 3rd floor water fountains are installed and students are able refill their personal water bottles • broken tri-part polycarbonate protective desk dividers continue being replaced in 3rd floor classrooms.

#### **E. Concourse Village-Melrose v. citywide COVID-19 infection rates**

- Zip Code 10451: 1.4%
- NYC: 2.3%

#### **F. 2022–2023 lottery applications**

Lottery applications are down by 2/3rds compared with pre-COVID-19 pandemic since inperson meetings with parents at day care centers have been prohibited in most schools. 2/19/22 kindergarten: 44 1st grade: 7 2nd grade: 3 Total: 54 Robust marketing campaign using newspaper advertising and videos sent to parents highlighting Yalow extracurricular programming: • print ads have commenced in: El Diario, The Weekly Bangalee, New York Amsterdam News, NY Daily News, NY Post, Penny Pincher • using 30–60-second videos for marketing campaign to early learning centers completed, and feature single topics, violin, chess, fencing, and student testimonials using QR code to direct viewers to student application page • in-person parent recruitment workshops being scheduled with willing day care centers.

### **VI. Other business**

#### **A.**

### **Parent Association**

On February 22nd at 7:59 pm, the parents have submitted a petition to the school leadership and the board on wanting to formalize a parent association to strengthen the relationship with the school and close the communication gaps.

## **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 8:00 PM.

Respectfully Submitted,  
L. Howard

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### **Documents used during the meeting**

- NWEA Data Handout Summary 2.1.22-Final.pdf
- Student Attendance Report Summary.pdf
- Student Roster by Grade 2.17.22.pdf
- Board Meeting Attendance Graphs.pdf
- 3rd-floor classrooms moved.pdf
- 4th floor Parapet Overlay to 3rd Floor.pdf
- Roof Construction and Availability of Air Conditioning.pdf
- Construcción de techos y disponibilidad de aire acondicionado.pdf
- Orlando Updates-roof repairs and HVAC 2.11.22.pdf
- COVID-19: Latest Data - NYC Health.pdf
- COVID-19: Latest Data - NYC Health-City Avg. 2.17.22.pdf
- COVID-19 School Report 2.19.22.pdf
- RYschoolViolin-v.2\_EIDiarioAd\_981x11.pdf
- 2022-02-01\_ED\_DM\_P\_31\_00\_C.pdf
- RYschoolFencing\_EIDiarioAd\_981x11.pdf
- Rosalyn Yalow Charter School ad printed on 29 Jan 2022.pdf
- RYschoolArt\_EIDiarioAd\_981x11.pdf