

APPROVED



# The Rosalyn Yalow Charter School

## Minutes

### Monthly Board Meeting

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#### **Date and Time**

Tuesday November 16, 2021 at 6:30 PM

#### **Location**

Via GoToMeeting link until further notice.

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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), G. Feliciano (remote), L. Howard (remote), M. Balbuena (remote), M. Rosen (remote), R. Lyon (remote), S. Hayes (remote)

#### **Trustees Absent**

I. Lee

#### **Guests Present**

A. Diacou (remote), K. Smaw (remote), Parents of Yalow Charter Students (remote)

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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 Nov 16, 2021 at 6:30 PM.

## **II. Chairman updates**

### **A. Corrective Action Plan**

Corrective Action Plan submitted on 11/12/21. Board will discuss a work plan and the next steps.

## **III. Finance report**

### **A. November 12, 2021: Construction cash flow forecast for 2021–2022**

Cash balances November 10, 2021: \$6,173,392 • June 30, 2021 cash balances after Hayes construction costs paid: \$1,010,000 • Without \$1,725,267 of CRRSA and ARP federal and NYS grant monies year-end deficit would be: (\$715,266) Numbers above exclude \$160,000–\$300,000 likely increase in electric switchgear costs Adjustments from October 25, 2021: • enrollment of 471 students, down from 536 (\$1,361,986) • salaries adjusted for new hires • security expense added (\$62,900) • Phase II construction eliminated (\$115,000 reduced to \$10,538) • new ceiling lighting of \$50,000

### **B. Draft 2022–2023 budget**

2021–2022 enrollment scenarios: 1. 536 students—surplus of \$1,772,154 2. steady state enrollment of 471 students (current enrollment)—surplus of \$419,427 3. breakeven at 454 students—loss of \$1,617 (2) 2022–2023 enrollment scenarios: 5% inflation across the board 1. 536 students—surplus of \$137,192 2. steady state enrollment of 471 students (current enrollment)—loss of \$1,207,727

## **IV. Principal report**

### **A. Attendance as of October 20, 2021**

Official student count: 471 students. 58 families have accepted MetroCards for eligible students and parents (see attached table). • 71 families—13%—left Yalow since June 2021; 25% kindergarten; 10% grades 1-5 • 25 missing families referred to Child Protective Services; others moved out of district or transferred to local schools

### **B. Dean of Student analysis of daily attendance**

From the Dean of Students: "I do not have any answers for attendance prior to when I started getting attendance sheets and monitoring patterns. What I see, similar to every year, and because we are a title 1 school with a predominance of families who rely on school bussing, many absences were caused by the lack of transportation, and the additional issues we experienced due to the confusion of OPT giving us 2 different bussing codes. They have had issues correcting bussing routes for students who have been taking the bus for years and issues surrounding not providing bussing for students who needed bussing. Additionally, perusing much of the research available regarding length of school day for K-12, the research shows no correlation between longer hours and higher academic achievement. Younger students are more likely to miss school because of illness,

parental issues, environmental issues, poverty, which includes neighborhood conditions, and safety. Over the last 3 years of having a K-1 building, our average chronic absenteeism was between 20-28 percent, the district average was somewhere between 35-40 percent, which makes our K-1 attendance, from the past, significantly better than most schools in general, and for those who remember my statement from years ago, it is perspective that guides a reality, and in this case, we have been far superior in our attendance than many of the schools in our district and the entire city.

### **C. Baseline data 2020–2021**

There is grade-level data for grades k-5. Each grade, in turn, the data contains individual student data for each classroom within a grade level and an explanation of layout and content for classrooms. Data also details Assessment Status for Cycle 2 • % of completed assessments by classroom • % of students not assessed by classroom • List of students who need to finish an assessment or be assessed to DNA. Tab 2: Guided Reading Grouping • Screenshot of current GRADE wall as a resource for SY21/22 groupings • Suggestions for guided reading grouping by STEP level for SY 21/22 groupings Tabs: STEP Pre- to STEP-12 • List of students at each DNA STEP level and the list of components that they did not pass. • List of students at each STEP level who were given the remote assessment and the components that were not assessed. • For each DNA STEP level, challenges were identified as well as instructional strategies that support these challenges.

### **D. Parent tours of new school building at 650 Grand Concourse**

Tours for parents began on July 17, 2021, when 140 newly enrolled parents were invited to a carnival and sign-up for the Montefiore School Health Program at CHHS. The carnival was held on the front lawn of Cardinal Hayes for students, while parents met with the principal and representatives from Montefiore School Health Programs in the lobby of CHHS. Montefiore event flyers in English and Spanish.

### **E. NYC Rise college savings plan for kindergarten parents**

New York City is giving every public school kindergartner \$100 in a college savings account with the potential to receive up to \$200 more. Powerpoint presentation shown to Yalow's kindergarten parents is attached.

### **F. Thanksgiving gift card giveaway**

On Saturday, November 20— immediately prior to Thanksgiving—Board members are being invited to distribute \$50 gift cards from Target to families to purchase food for a Thanksgiving meal from Target. Target carries a good selection of groceries and has 3 locations across the Bronx (Bronx Terminal Market, Whitestone, and Kingsbridge). Bronx Terminal Market Target is located a quarter-mile from Yalow. Given that 95% of Yalow families are eligible for free or reduced-price school meals, 70 gift cards would be distributed on a first come, first serve basis. Priority will be given to families living in shelters.

## **V. Executive Director report**

### **A. Busing delays corrected**

Bus delays have been addressed. Student dismissals are safe and orderly. Yalow now has 13 buses assigned to our school, for a total of 336 students. In September, buses sometimes arrived at the school as late as 6:45 p.m. for our 5:00 p.m. dismissal. Yalow's operations team has worked with the Office of Pupil

Transportation to have buses arrive for timely departures. The bus situation has improved dramatically over the last few weeks. For example, on Friday evening, November 12, the last bus left by 5:14 p.m., with all other buses having departed by 5:04 p.m. or earlier.

#### **B. Cardinal Hayes additional work**

- Electrician installing additional outlets in kitchen, et al
- replacement water fountains for 3rd floor have arrived and waiting for plumber to install new fixture mounts which requires a water valve shutoff
- extra whiteboards being installed in offices when students are not in session
- additional tiling in new 4th floor student bathrooms
- new lock sets with master key to be installed on 39 classroom and office doors (not part of Kel-Mar project)
- polycarbonate dividers continue being installed on 3rd floor classrooms to replace separated tri-part desk partitions
- video projectors (2) and screens to be completed in cafeteria

November 16 for parent and teacher professional development.

Kel-Mar has begun work completing "punch list" items for the original scope of Yalow's construction project. Roto-Rooter finalizing its report on 3rd- and 4th-floor bathroom line blockages to avoid continuing surprises as Yalow settles into the new space. Most, but not all, blockages are due to age of original Hayes plumbing pipes. One recommendation is replacing 19 original toilets on 3rd floor.

#### **C. Executive Cleaning proposal for janitorial services**

Expect Executive Cleaning to replace PPM on December 1, 2021. See attached email from Winston van Buitenen.

Under the terms of Yalow's rental agreement with CHHS, Hayes is responsible to clean the leased space using Hayes cleaning service.

#### **D. DOE inspection & sign-off**

Schedule enabling Yalow to occupy 4th floor cafeteria for hot meals: • School Foods/DOE Health inspection scheduled Wednesday, November 17, 2021. Hot food service begins on Tuesday, November 15.

#### **E. Switchgear engineering status**

Limited progress. Revised Allcom proposal attached—increase of \$160,000  
Allcom Electric: \$850,000 Midland Electrical: \$1,068,733 • Allcom states current pricing reflects inflation in material & switchgear costs since \$690,000 estimate from early summer 2021. • Management of the switchgear project is now in hands of Hayes board of trustees. Discussions between Hayes board and Allcom Electric are in process.

#### **F. Potential replacement of 3rd floor hallway lights**

CO#15 from Allcom Electric to furnish and replace the 3rd floor hallway lights. New 8' light fixture Electrical Cost = \$36,340 Patch/Paint Work Budget \$7,500 Approx. Budget with KMD Mark-Ups = \$50,000 • cash flow is expected to be very tight (see finance projections, above).

### **VI. 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 8:49 PM.

Respectfully Submitted,  
L. Howard

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

- Construction Cash Flow forecast 11.12.21.pdf
- Construction Cash Flow forecast 11.12.21.xlsx
- Copy of RYCS Breakeven Scenario Planning of 22-23 fiscal year Revised 11-12-2021 .pdf
- Class Enrollment Attrition 11.10.21.pdf
- Metrocard Distribution 11.12.21.pdf
- fwdrosalyndataareportdownloads (6).zip
- Benchmark 1 data 2020 - 2021\_11\_2\_21.xlsx
- \_Benchmark 1 Data 2021 11\_2\_21 ED COMM.pdf
- Ed Comm Updates 11\_2\_21.pdf
- NYC Kids Rise Parent Flyer.pdf
- Save for College Presentation .pdf
- Mailchimp Thanksgiving Gift Cards-Spanish 11.15.21.pdf
- Mailchimp Thanksgiving Gift Cards 11.15.21.pdf
- Cleaning Contract email 11.12.21.pdf
- Cafeteria 11.16.21.pdf
- Cafeteria 11.16.21 #2.pdf
- 210262 R#1 (650 Grand Concourse @ Furnish and install switchgear and riser).pdf
- CO# 15 (Replace 3rd Floor hallway lights ).pdf