

APPROVED



The Rosalyn Yalow Charter School

Minutes

Monthly Board Meeting

Date and Time

Tuesday April 18, 2023 at 6:30 PM

Location

4th floor cafeteria
Rosalyn Yalow Charter School
650 Grand Concourse, Bronx, NY 10451

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), I. Lee (remote), R. Lyon (remote), S. Hayes

Trustees Absent

G. Feliciano, L. Howard, M. Balbuena

Guests Present

A. Diacou, K. Smaw

I. Opening Items

A. Record Attendance and Guests

B.

Call the Meeting to Order

- B. Yalow agreed to chair the board meeting.
- B. Yalow made a motion to to call the meeting to order at 6:51 p.m.
- S. Hayes seconded the motion.
- The board **VOTED** unanimously to approve the motion.

II. Approve Board Minutes

A. February 21, 2023 Board Minutes

- S. Hayes requested that the February 21, 2023 minutes be amended with the commentary she sent via email to all board members.
- R. Lyon made a motion to approve the minutes from Monthly Board Meeting on 02-21-23.
- B. Yalow seconded the motion.
- Minutes are approved subject to the amendments requested by S. Hayes.
- The board **VOTED** unanimously to approve the motion.

B. March 21, 2023 Board Minutes

- I. Lee made a motion to approve the minutes from Monthly Board Meeting on 03-21-23.
- B. Yalow seconded the motion.
- The board **VOTED** unanimously to approve the motion.

III. Finance report

A. FY2022–2023 cash forecast

B. Yalow noted that the school's finances are strong. April 4, 2023 cash balances were \$7,157,764, while the year-end, June 30, 2023, cash forecast is \$4,318,738 (after excluding an estimated \$1.5 million reserve for to complete the installation of 11 rooftop compressors and replace the existing CHHS electrical switch room).

- Current enrollment of 441 students.
- 2023–2024 budget will be sent to board for review board prior to May 15 Board Meeting.

In preparation for submission of Yalow's charter renewal application on August 15, 2023, the finance committee is drafting a breakeven budget with approximately 510 students and 18 classrooms.

IV. Executive Director Report

A. 2023 Charter Renewal Application

Yalow's Board needs to make final decisions applicable to the 2023 Charter Renewal Application, including:

- does the board intend to expand the school to 6th, 7th, and 8th grade?
- If so, where will the expansion grades be located and how will an expansion be financed?
- who will write the charter renewal application?

R. Lyon noted reminded the board that many parents of graduating 5th-grade students transfer the younger siblings of 5th-grade graduates to the same k-8 school their rising 6th grader enrolls in.

B. Yalow noted that the finance committee believes it will take c. \$4 million to reconstruct the remainder of the 4th and 5th floors in order to accommodate grade expanding within Cardinal Hayes High School. As a result, the school will need to postpone grade expansion until the school accumulates sufficient additional surpluses to pay for the expansion.

B. Yalow made a motion to That the school will not submit a charter revision request to expand Rosalyn Yalow Charter School to cover grades 6, 7, and 8 when it submits it's 2023 charter renewal application.

S. Hayes seconded the motion.

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

B. Dr. Lyon suggested the school solicit benefactors—individual or corporate—to fund a portion of the school's future construction costs to expand grades to grades 6, 7, and 8.

B. Yalow made a motion to to form a committee to search for benefactors to fund the school's 6th-, 7th-, and 8th-grade expansion.

S. Hayes seconded the motion.

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

As acting chairman B. Yalow appointed Dr. Lyon to chair the new school expansion committee. Board members interested in serving on the committee should contact Dr. Lyon.

C. NYSED request for finance and enrollment update

On Monday, April 17, 2023, Karonne Jarrett Watson sent school leadership and board an email requesting updates on the Yalow's finances and 2023–2024 lottery enrollment applications.

A. Diacou's response memo and subsequent email answers to additional questions from K. Watson are attached.

D. Replacement of CHHS electrical switches

No cost update. Completion date for replacement of Hayes electric switches not yet available.

- electrical contractor bid specifications sheet being prepared by Lecce Engineering remains incomplete
- Yalow working cost estimate remains \$1.5 million until contractor bidding is complete.
- no decision on whether or not CHHS will order switches prior to selection of new electrical contractor

Roof replacement project is moving forward, albeit slowly.

Superstructures was hired by the Archdioceses' owners representative, Zabatkin, to evaluate roof pitch and thickness of existing insulation. Depth of existing insulation will help to determine whether or not the parapet walls will be tall enough after appropriate new roofing insulation is added. Initial inspection took place March 23, 2023. (Refer to March 28 email from Superstructures to Zabatkin.)

Archdiocese approval to install rooftop dunnage to support 11 HVAC compressor units won't take place until roof replacement decisions are finalized.

E.

2023–2024 lottery completed Monday, April 3, 2023

Lottery applications comparable to 2023–2023 lottery:

Accepted (as of April 14)

kindergarten: 180 (178 last year)

1st grade: 14 (15 last year)

2nd grade: 16 (12 last year)

Total: 210 (205 last year)

- we continue to receive new enrollment applications
- unlike last year, when COVID-19 protocols were in place—all accepted families are invited to visit the school for a one-on-one tour
- goal is to convert accepted applicants into enrolled students in September

Historical student enrollment success rate—those who show up in September—is c. 40%. We need to increase student enrollment success rate to at least 70% (147 students), and attract sufficient additional applications to grow enrollment to 510 students (180 new 2023–2024 students).

New student requirements for 2023–2024:

April 14, 2023 enrollment: 441

5th-grade graduates: (73)

Starting point 6/30/23: 368

10.7% summer attrition: (39)

resulting enrollment after

summer student attrition: 329

New student enrollment targets for 2023–2024:

- 112 new students to remain steady at 441
- 207 new students to reach charter maximum 536

Returning student survey to be sent to Yalow families in two weeks.

F. 50 CAN/Summer Boost 2023 (Bloomberg Grant)

Although Yalow was awarded a Summer Boost Grant launched by Bloomberg Philanthropies, the conditions of the grant changed since the school's original application on Wednesday, March 22, 2023.

- Yalow submitted a grant for \$120,000 to support 60 students between July 5–August 1, 2023 (20 days of instruction).
- the grant will only provide \$96,000 for a 20-day program
- the school will lose money if we accept the reduced grant proceeds

Many factors lead to my recommendation to decline the grant. Extending Summer Boost to a 25-day program, Wednesday, July 5–Tuesday, August 8 is not feasible for Yalow, given the built-in stipulations of Yalow's charter:

1. last day of school for students and teachers is Friday, June 30
2. teachers will be giving up their 4-week summer vacations (July)
3. administrators will be giving up their 2-week summer vacations (July)
4. Yalow's one-month Summer Teacher Workshop begins August 1; planning will be jeopardized, some teachers will not be able to participate if they are teaching Summer

Rise, and 60 students will be occupying classrooms and cafeteria, plus nightmare of coordinating busing

5. Yalow's charter renewal application is due August 15, placing significant demands on administrators
6. student recruitment for and parent outreach to maximize enrollment will be in full swing during July-August
7. pre- and post-Summer Boost student assessment reporting requirements are stringent and time-intensive (same as 2022)
8. 60 students may not attend regularly, so expenditures may not be recouped under partial grant payments

Final grant proceeds are dependent on:

- the number of students who attend, AND
- the number of days each student attends. Each student must attend no fewer than 14 days. This requirement presents Yalow with a considerable financial risk, even for a shorter 20-day program.

Dr. Hayes and Dr. Lyon discussed the importance of expanding the school's partnership with Bloomberg Philanthropies and asked school leadership to reiterate the school's gratitude for the *Summer Boost 2023* funding opportunity.

R. Lyon made a motion to continue to lobby for Summer Boost 2023 funding, albeit for a smaller program serving c. 20 students.

S. Hayes seconded the motion.

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

G. USA Fencing Community Impact Mini-Grant

\$2,000 grant awarded for "*advancing diversity, equity and inclusion in the sport of fencing.*"

Yalow has one year to spend grant proceeds (e.g., equipment, salaries). Award letter attached.

V. Principal report

A. Year-to-date attendance 2022–2023 (through March 31, 2023)

Average attendance rate: 90.2%

Perfect attendance: 4% (18 students)

School-wide Chronic Absentees: 38.6% (170 students)

Chronic Absentees by Grade (March 31, 2023):

Kindergarten: 43 students out of 73 (59%)

1st grade: 30 students out of 77 (39%)

2nd grade: 33 students out of 84 (39%)

3rd grade: 15 students out of 70 (21%)

4th grade: 28 student out of 63 (44%)

5th grade: 21 students out of 73 (29%)

VI. Closing Items

A. Adjourn Meeting

I. Lee made a motion to adjourn the meeting.

R. Lyon 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 8:10 PM.

Respectfully Submitted,
A. Diacou

Documents used during the meeting

- Cash Flow Forecast_041223.pdf
- Responses to 4.17.23 Watson Email.pdf
- Re Rosalyn Yalow Leader Board meetingcurrent issues.pdf
- Fwd Cardinal Hayes High School Roof Investigation 6804R01.pdf
- Rosalyn Yalow Charter School Award Letter.pdf
- Community Impact Grant - Rosalyn Yalow.pdf
- Chronic Absentees March 2023.pdf