

DRAFT



The Rosalyn Yalow Charter School

Minutes

Monthly Board Meeting

Date and Time

Tuesday March 19, 2024 at 6:30 PM

Mission Statement

The Rosalyn Yalow Charter School will strive to 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

Ben Yalow (remote), Dr. Debra Dennard (remote), Dr. Justin McCrary (remote), Dr. Ross Lyon (remote), Dr. Sandra Hayes (remote)

Trustees Absent

Gregoria Feliciano

Guests Present

Alec Diacou, Kim Smaw (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Dr. Ross Lyon made a motion to to call the meeting to order at 6:37 p.m.

Ben Yalow seconded the motion.

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

C. Approve agenda

Ben Yalow made a motion to approve the agenda.

Dr. Sandra Hayes seconded the motion.

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

II. Chairman updates

A. Certificates of achievement for chess and fencing coaches to be placed on school bulletin board

B. Spring board retreat

Dr. Lyon suggested holding Yalow's spring board retreat to discuss:

1. strategic planning; and,
2. succession plan for school board chairperson.

Ben Yalow made a motion to schedule a board retreat on Saturday, May 11.

Dr. Sandra Hayes seconded the motion.

Potential venues were suggested, and the executive director was directed to make appropriate arrangements.

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

C. Committee assignments

Dr. Lyon noted that Dr. Dennard agreed to chair the education committee, and asked board members to consider serving on a new fund raising committee.

III. Items for Board Approval

A. February 20, 2024 Board Meeting Minutes

Ben Yalow made a motion to approve the minutes from Monthly Board Meeting on 02-20-24.

Dr. Justin McCrary seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. 2022 form 990

B. Yalow summarized the 2022 form 990 required to be filed with the IRS prior to May 15, 2024. The 990 was prepared by the school's auditor, MMB, and reviewed by the finance advisory committee with its recommendation for approval by the full board. A new accounting standard requires capitalization of all future lease payment obligations of the school. The resulting impact is that the school's balance sheet assets and liabilities each increase by c. \$30 million from the prior year, to \$40 million, as shown on line 20.

Ben Yalow made a motion to approve the 2022 form 990.

Dr. Justin McCrary seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Finance report

A. Year-end cash flow forecast

B. Yalow presented a very strong cash flow forecast. The forecast anticipates that all monies allocated to pay for replacement electric switches to provide sufficient electricity to power the 11 HVAC compressors Yalow has sitting in storage and make operational the previously installed classroom air-conditioning units are expended prior to June 30, 2024.

March 5, 2024 cash balances: \$7,879,858

Projected June 30, 2024 cash balances: \$4,088,685

V. Principal report

A. Attendance Sept. 5–March 14, 2024

K. Smaw presented the following 6-month student attendance data along with visual comparisons for the 6-year period, 2019–2024.

	2022–2023	2023–2024
Average attendance:	90%	90.2%
Chronic absentee rate:	39.7% (6/15/23)	41.7% (3/14/24)

- 14 students have perfect attendance (3.2%)
- 181 of 432 students are chronically absent (41.7%)—chronically absent students only attend 4 out of 5 days weekly (83%)
- 56% of K students are chronically absent; 47% of 1st grade students are chronically absent; decreasing to 33% of 5th grade students as chronically absent.

Dean of students continues scheduling meetings with parents of chronic absentees, to speak with parents and ask how the school can support families with regular attendance.

B.

STEP Literacy student performance report

K. Smaw reviewed the University of Chicago's winter (cycle 2) STEP literacy assessment report for the ending February 11, 2024. Grades K–5 results:

- 42.1% of students are meeting or exceeding grade-level benchmarks for Cycle 2, an increase of 7.3% of students meeting or exceeding benchmarks from Cycle 1 to Cycle 2; while
- 57.9% of students are performing below grade level.

Grade and classroom data was presented, including student skill deficits, which Yalow's RTI team is addressing.

C. Core Knowledge Language Arts curriculum unit assessment data

K. Smaw presented September-February unit assessment results for Yalow's Core Knowledge Language Arts (CKLA) curriculum for kindergarten, first, and second grades, including comparisons for sub-categories of English language learners and students with disabilities.

Results for kindergarten and first grades are strong, although second grade lags. Grades 3, 4, and 5 are in test prep for the NYS assessments in April.

D. Math unit assessment data

Singapore math unit assessment data through March 7, 2024 shows a similar pattern. Kindergarten and first grades show strong results, while grades 2–5 lag. K. Smaw is organizing flex grouping for math instruction, in which teachers will work with smaller groupings of up to 12 students to remediate lagging scores.

E. Personnel update

An English as a new language (ENL) coordinator was hired to improve outcomes for Yalow's 138 ENL students.

Dr. Lyon applauded the principal's initiative to vigorously support ENL students.

VI. Executive Director Report

A. Replacement of CHHS electrical switches

A. Diacou reported that the New York Archdiocese granted Cardinal Hayes permission to proceed with the electrical switch replacement project, and the Hayes board approved loan terms between Hayes and Rosalyn Yalow. Yalow's attorney will prepare a draft loan agreement.

A meeting is being scheduled among Cardinal Hayes, Yalow, and Allcom Electric to review Allcom's written work proposal and discuss the timeline for ordering the custom-designed replacement switches and related work schedule.

At the suggestion of Civic Builders, A. Diacou asked Margot Dirks, Partner, Director, DPI Projects to support Yalow as the school's owner's representative in discussions with Cardinal Hayes and Allcom Electric.

Board members emphasized the need for DBI Projects to focus on the manufacturer's warranty for the new electric switches.

B. Enrollment March 15, 2024

A. Diacou reported that Yalow's enrollment of 432 students on March 15, 2024 compares with 442 students on March 17, 2023, and that the number of 2024 kindergarten lottery applications have increased dramatically from 2023.

	Mar. 15, 2023	Mar 15 2024
kindergarten	91	239
all other	16	19
Total	107	258

An increase in student enrollment is expected for the 2024–2025 academic year based on 1) fewer numbers of graduating 5th graders; and, 2) greater numbers of new student applications for 2024–2025.

C. 2024 Lottery

Yalow's 2024 lottery takes place Monday, April 2, 2024. Rolling admissions will continue throughout the spring and summer to fill open k–2 seats.

To determine the numbers of new students necessary to meet 2024–2025 enrollment targets the following calculations are used:

- March 15, 2024 enrollment: 432 students
- 5th-grade graduates: **(52)**
- Starting point 6/30/24: 370
- 10.7% summer attrition: **(40) students**

After the anticipated summer student attrition starting enrollment will be 330 students prior to the enrolling new students from the lottery.

New student enrollment targets for 2024–2025:

- 102 new students to remain constant at 432 **(39.5% of March 15 lottery applications)**
- 145 new students to reach 475 **(56% of March 15 lottery applications)**

- 206 new students to reach charter maximum 536 (79.5% of March 15 lottery applications)

D. Compliance updates

The 2022-24 Desk Review Monitoring for Education Stabilization Funds was resubmitted on March 15, 2024, and the school is in the process of completing the required 120-page Civil Rights Data Collection (CRDC) data.

E. 2024 NYS Scholastic Chess Championships

At the NYS chess championships in Saratoga Yalow Tigers took first place in the K-1 Under 400 section and 4th place in the K-5 Under 1000 section, and 6th place in the K-5 Under 600 section. 25 of Yalow's K-5 students competed over the March 8-10 weekend.

F. Irina Krush chess tournament

To honor the achievements of Yalow's chess students under the tutelage of Grandmaster Irina Krush and Yalow's other chess instructors, the school is working with the historic New York Athletic Club to sponsor the Irina's Krush Chess Tournament on Friday, May 10, 2024, with adults competing in the evening and students in the afternoon.

VII. Finance Committee Meeting

A. Record Attendance

B. Yalow, Dr. Lyon, Dr. Hayes, Dr. Dennard, Dr. McCrary, A. Diacou.

B. Call the Meeting to Order

B. Yalow called the meeting to order at 7:47 p.m.

B. Yalow asked for approval of the agenda to discuss submission of the IRS form 990.

Dr. Ross Lyon made a motion to to approve the finance committee agenda.

Dr. Sandra Hayes seconded the motion.

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

Following the Board's approval of the 2022 IRS form 990, the treasurer directed the executive director to sign and submit the 2022 report.

VIII. Closing Items

A. Adjourn Meeting

Dr. Sandra Hayes made a motion to adjourn the board meeting.

Dr. Justin McCrary 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 7:47 PM.

Respectfully Submitted,
Dr. Sandra Hayes

IX. Closing items for Finance Committee meeting

A. Adjourn Finance Committee meeting

Dr. Ross Lyon made a motion to to adjourn the finance committee meeting at 7:49 p.m.

Dr. Debra Dennard seconded the motion.

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

Documents used during the meeting

- 2022 Rosalyn Yalow Charter School 990 DRAFT_V2.pdf
- March 2024 Attendance Graphs.pdf
- 2023-24 Rosalyn Yalow_Cycle 2 Data Summary Report (2).pdf
- CKLA Assessment Proficiency_2_24.docx (1).pdf
- March 7, 2024 Math Unit Assessment Data.pdf