

APPROVED



# The Rosalyn Yalow Charter School

## Minutes

### Monthly Board Meeting

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#### **Date and Time**

Tuesday May 21, 2024 at 6:30 PM

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#### **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.

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#### **Trustees Present**

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

#### **Trustees Absent**

*None*

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#### **Guests Present**

Alec Diacou, Kim Smaw, Kirsten Barclay (remote)

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## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

Dr. Ross Lyon called a meeting of the board of trustees of The Rosalyn Yalow Charter School to order on Tuesday May 21, 2024 at 6:35 PM.

### **C. Approve agenda**

Dr. Sandra Hayes made a motion to approve the agenda.  
Ben Yalow seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **II. Chairman updates**

### **A. NYAC chess tournament**

Dr. Lyon stated that Yalow's chess team tournament at the NYAC was remarkable. The school's chess program is making a difference in the lives of students and their families. The chess program teaches kids that failure is part of life, which they can overcome with persistence.

### **B. May 11, 2024 Board Retreat**

We need to explore options for growing to a K–8 school.

### **C. Charter renewal**

NYSED hasn't notified the school of its charter renewal recommendation.

## **III. Review of NYS/NYC laws impacting Employee Handbook**

### **A. Employment law changes since 2018**

Yalow's counsel, K. Barkley, Bond Schoeneck & King, reviewed provided the board with a memorandum explaining changes in state and city employment laws since the school's 2018 handbook was adopted, and their impact for employee pay and benefits.

Compliance options were outlined for school leadership to recommend to the board for inclusion in Yalow's 2024 Employee Handbook.

The executive director and principal were directed to make recommendations for the board's approval at the June 2024 board meeting.

#### IV. Items for Board Approval

##### A. April 16, 2024 Board Meeting Minutes

Dr. Sandra Hayes made a motion to approve the minutes from Monthly Board Meeting on 04-16-24.

Ben Yalow seconded the motion.

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

##### B. Vote to approve 2024–2025 budget

B. Yalow presented the 2024–2025 budget with two student enrollment scenarios, 475 students and 525 students.

The 2024–2025 budget continues to heavily invest the school's cash surplus from federal and state stimulus monies in remediating the effects of student learning losses emanating from the COVID-19 pandemic. Significantly:

- salaries for 38 general education teachers in 19 classrooms will remain among the top 5% in NYC;
- an 11-person RTI team consisting of 11 ESL, reading specialists, and special education teachers is maintained;
- chess and fencing programs with 11 instructors directed by a grandmaster and Olympic-level trainer, respectively, are maintained;
- high-quality violin and visual arts programs contracted through Bronx Arts Ensemble are maintained;

With 60 full-time teachers, the overall student-teacher ratio—including general education, RTI, chess, and fencing instructors—will range between 7.9:1 and 8.75:1 depending on final student enrollment. Violin and visual art teaching artists supplied through the school's contract with the BAE are not included in the calculations of student-teacher ratios.

The budget also includes hiring DBI Projects to serve as the school's owner's representative for the duration of the electric switch replacement project.

Ben Yalow made a motion to to approve the 2024–2025 budget.

Dr. Justin McCrary seconded the motion.

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

##### C. Vote to approve revisions to loan agreement

A. Diacou presented minor changes to the loan agreement between Cardinal Hayes High School and Rosalyn Yalow Charter School, previously approved by Rosalyn Yalow Charter School's Board of Trustees on April 16, 2024 as follows: 1) the school will advance \$1,095,000 to Cardinal Hayes High School upon execution of a contract with

Allcom Electric Corp. to replace the existing electrical switches at 650 Grand Concourse; 2) the loan will commence on June 1, 2024 or such earlier date that the Allcom agreement is executed by Cardinal Hayes High School; and, 3) the loan agreement will contain such other material terms as the Executive Director may negotiate or approve consistent with the form of agreement placed before the Board at this meeting.

Dr. Justin McCrary made a motion to approve the aforementioned changes to the Cardinal Hayes loan agreement.

Gregoria Feliciano seconded the motion.

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

**V. Finance report**

**A. Year-end cash flow forecast**

B. Yalow presented the school's year-end cash forecast. May 14, 2024 cash balances are \$7,267,187. After monies reserved for electric switch replacement at 650 Grand Concourse are expended in June, projected cash balances will be \$4,300,000 on June 30, 2024.

**VI. Principal report**

**A. Attendance September 5–May 17, 2024**

K. Smaw presented 6-year (2019–2024) comparison attendance graphs and the school's chronic absentee rates.

	<b>2022–2023</b>	<b>2023–2024</b>
Average attendance:	90%	90.1%
Chronic absentees:	81.6% (6/15/23)	82.6% (5/17/24)

- 6 students have perfect attendance (1.4%)
- 175 of 433 students are chronically absent (39.5%)—chronically absent students only attend 4 out of 5 days weekly (83%)
- 52% of K; 47% of 1st grade; decreasing to 27% of 5th grade are chronically absent.

**B. Yalow students violin performance**

The Bronx Arts Ensemble invited Yalow 3rd-5th grade students to perform with other school at Carnegie Hall on May 21.

**VII. Executive Director Report**

**A. Replacement of CHHS electrical switches**

A. Diacou informed the board that: 1) Allcom Electric provided a written bid proposal and timeline for project commencement (\$1,095,000 with add ons for a few, as yet unknown, conditions); 2) ConEd re-inspected the Hayes site on Thursday, May 9; 3) May 17

meeting among DBI Projects (Yalow's owner representative), Allcom, Hayes leadership, an expediting firm retained by DBI, and Yalow to review project scope and prospective timeline.

Timeline:

- Allcom orders custom-designed replacement switch panels from an electric switch panel fabricator in Hawthorne, NY
- Switch fabricator designs a layout for the new electric panels and, in turn, orders custom designed electric switches from Siemens (40-week delivery schedule)
- Cardinal Hayes and Yalow go dark for two weeks during crossover from old electric switches to installation of new switches.

Earliest timeframe to install new electric switches seems to be spring break—approximately April 12–20, 2025.

## **B. 2024–2025 student recruitment updates**

Enrollment updates

- 54 completed enrollment packets out of 124 verbal acceptances (44%) from lottery applicants;
- Yalow is purchasing bus stop locations for 5 months to post recruiting ads for new students at three locations along Grand Concourse, plus one more at a newsstand kiosk on 161st St. near the criminal court building;
- New York Family Media will conduct email outreach to 32,000 families on their registry.

### **Intent to return surveys completed**

- 100% response from families of 379 students who are not graduating in June 2024
- 351 (92.6%) will remain with Yalow; 9 (2.4%) are uncertain; 19 (5%) will be leaving.

## **C. Compliance updates**

1. Temporary Certificate of Occupancy (CofO) for the 4th floor cafeteria was issued May 14, 2024 (expires August 12, 2024);
2. revisions to Yalow's employee handbook is in process;
3. the 2023–2024 audit process is underway.

## **VIII. 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,

Dr. Sandra Hayes

Ben Yalow made a motion to adjourn the meeting.

Gregoria Feliciano seconded the motion.

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

## **IX. Finance Committee Meeting**

### **A. Record Attendance**

B. Yalow, Dr. Lyon, Dr. Hayes, Dr. Dennard, and A. Diacou were present.

### **B. Call the Meeting to Order**

B. Yalow called the Finance Committee meeting to order at 8:01 p.m.

B. Yalow reported that the 2024–2025 budget was approved at the May 2024 board meeting.

## **X. Closing items for Finance Committee meeting**

### **A. Adjourn Finance Committee meeting**

Ben Yalow made a motion to adjourn the Finance Committee Meeting at 8:03 p.m.

Dr. Ross Lyon seconded the motion.

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

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## **Documents used during the meeting**

- 2024 Handbook - Final Revisions Memo to BOT(17851003.1).pdf
- DRAFT Yalow Budget 2024–2025.pdf
- RY.CH Loan Agreement Final Draft, 4871-5419-8192.pdf
- May Board Meeting Attendance Graphs.pdf
- Allcom proposal 5.7.24.pdf
- Bus Ad 1 English.pdf
- Bus Ad 3 Spanish.pdf
- RYCS Kiosk Newsstand Side Panel.pdf
- Bus Ad 4 Spanish.pdf
- Bus Ad 2 English.pdf
- RYCS Kiosk Newsstand Back Panel.pdf
- 61CARH-B756-TCO Renewal-X00488201-650 Grand Concourse-Exp. 8.12.2024.pdf