

APPROVED



The Rosalyn Yalow Charter School

Minutes

Monthly Board Meeting

Date and Time

Tuesday June 18, 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), Gregoria Feliciano (remote)

Trustees Absent

None

Guests Present

Alec Diacou, Kim Smaw

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Dr. Lyon Called the meeting to order at 6:35 p.m.

C. Approve agenda

Ben Yalow made a motion to approve the agenda.

Gregoria Feliciano seconded the motion.

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

II. Executive session

A. Personnel matters

Dr. Lyon announced that the Board would go into Executive Session to discuss personnel matters.

B. 2023–2024 Bonuses

Executive session ended at 6:55 p.m. and Dr. Lyon announced that board awarded bonuses to five individuals.

III. Chairman updates

A. Four-year Charter Renewal Approved (through 2027–2028)

Dr. Lyon congratulated school leadership and the Board on the school receiving a four-year charter renewal.

Dr. Lyon emphasized that the Board remains under Corrective Action for the October 12, 2021 Notice of Deficiency to address *"a fundamental misunderstanding of the relationship between governance and management and failure of the board to provide consistent oversight."*

Ben Yalow made a motion to direct the Executive Director to write a letter to NYSED outlining the many corrective action steps the Board has undertaken this past year and request that the Corrective Action Plan be closed.

Dr. Sandra Hayes seconded the motion.

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

B. Expansion to grade six in 2025–2026

Dr. Lyon referred to the Board's discussion during its May 11, 2024 Board Retreat concerning expanding the school to grades 6–8, and asked B. Yalow to review his proposal.

To address the fundamental concern of Yalow parents, B. Yalow recommended that the school request a Charter Revision to expand to sixth grade in 2025–2026. Parents of graduating fifth graders would be happy to know that they do not have to seek and apply to middle schools, and Yalow will lose fewer students transferring to K-8 elementary schools.

G. Feliciano requested that a feasibility study be prepared.

Dr. Justin McCrary made a motion to direct the Executive Director to prepare a feasibility analysis for adding grade six in 2025–2026, grade seven in 2026–2027, and grade eight in 2027–2028.

Gregoria Feliciano seconded the motion.

Dr. Lyon requested that the study be available for Board review at its July meeting.

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

IV. Items for Board Approval

A. Charter revision request to expand to grade six

Tabled for consideration following preparation of a feasibility study.

B. 2024 Employee Handbook

Dr. Lyon reminded the Board that Rosalyn Yalow's Employee Handbook has been updated to reflect changes in federal and state employment laws since the 2018 Handbook was written, as detailed by counsel at the May 21, 2024 Board Meeting.

Ben Yalow made a motion to approve the 2024 Rosalyn Yalow employee Handbook.

Dr. Sandra Hayes seconded the motion.

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

C. May 21, 2024 Board Meeting Minutes

Ben Yalow made a motion to approve the minutes from Monthly Board Meeting on 05-21-24.

Dr. Sandra Hayes seconded the motion.

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

V. Finance report

A. Year-end cash flow forecast

B. Yalow reported that **June 11, 2024 cash balances of \$6.7 million, and that the fiscal year will end with \$4.4 million on June 30, after** monies reserved for electric switch replacement at 650 Grand Concourse are expended.

B.

Financial implications of adverse student enrollment

B. Yalow emphasize that if enrollment falls short of the enrollment projections included in the 2024–2025 budget (475-530 students), the school will need to reduce variable costs. The budget assumes enrollment of three to six classes of kindergarteners.

VI. Principal report

A. 2024–2025 teacher hire update

K. Smaw reviewed the TNTP teacher recruitment efforts to hire Tier I and Tier II teachers.

B. Attendance September 5–June 6, 2024

Through June 6, 2024, average daily attendance is 90.1%, the same as for the 2022–2023 school year. Chronic absenteeism is 82.2 %—164 students—the same rate as 2022–2023. Chronic absenteeism is highest among kindergarten (49%) and first grade (44%) students, decreasing to 25% among fifth graders.

VII. Executive Director Report

A. Replacement of CHHS electrical switches

A. Diacou reported that Cardinal Hayes has asked Loeb & Loeb to review the loan agreement between Hayes and Yalow. Loeb & Loeb is the law firm used by the Archdiocese to negotiate Yalow's sublease with Cardinal Hayes. Negotiations concluded on June 18, and the Hayes board is expected to vote at their June 20 meeting.

B. 2024–2025 student recruitment updates

The number of completed new student enrollment packages from the annual lottery(65) is typical for this point in the annual enrollment cycle, but insufficient to meet enrollment targets. Many families who initially accepted a seat at Yalow are now choosing schools closer to their place of residence (DOE, charter, and Catholic). Yalow typically picks up 25-30 new student applications over summer months and into September. Efforts to increase enrollment include:

- daily outreach to families of the 40 remaining families who accepted Yalow in the 2024–2025 lottery, but who have not completed all enrollment documents.
- bus stop ads recruitment ads being taken out at three locations along Grand Concourse, plus a newsstand kiosk on 161st St. near the criminal court building (attached);
- outreach to 32,000 families on the New York Family Media registry;
- outreach to Hostos Community College, Lincoln Hospital, and four new riverfront real estate developments in south Bronx.

C. Compliance updates

MMB's 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 7:42 PM.

Respectfully Submitted,
Dr. Sandra Hayes

IX. Finance Committee Meeting

A. Record Attendance

B. Yalow, Dr. Dennard, G. Feliciano, Dr. Hayes, Dr. Lyon, Dr. McCrary. Guests: A. Diacou, K. Smaw.

B. Call the Meeting to Order

B. Yalow called the finance Committee Meeting to order at 7:42 p.m.

B. Yalow reported that the Board: 1) reviewed the financial implications of a decrease in enrollment to 450 students; and 2) addressed a plan to mitigate financial losses from reduced student enrollment.

X. Closing items for Finance Committee meeting

A. Adjourn Finance Committee meeting

Dr. Ross Lyon made a motion to adjourn the Finance Committee Meeting at 7:44 p.m.
Ben Yalow seconded the motion.

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

Documents used during the meeting

- <https://www.regents.nysed.gov/sites/regents/files/624p12a4.pdf>
- RY Handbook June 2024(17963459.4).pdf
- Rosalyn Yalow 2024 Handbook Comparsion.pdf
- Daily Attendance Breakdown 06-14.pdf

- Yalow Project Status Slide 6.17.2024.pdf
- June Board Meeting Graphs.pdf