



ROSALYN YALOW CHARTER SCHOOL
Board of Trustees Meeting
Minutes

Tuesday, July 18, 2017, 6:30 p.m.
116 E. 169th St.
Bronx, New York 10463

Trustees Present

Miguel Balbuena, John W. Carr, Ivan Lee, and Benjamin Yalow. Sandra Hayes and Bill Jackson participated via Skype. Alec Diacou, Executive Director, was also in attendance.

Call to Order

The meeting was chaired by John Carr and called to order at 6:40 p.m. A quorum was present.

Adoption of Agenda

The agenda was adopted.

Approval of Minutes

Minutes for the meeting held on June 20, 2017, were unanimously approved.

Employee Medical Benefits for FY2017-18

The board reviewed the school's current health benefit plans and rates with 24 potential new plans and plan rates for the September 1, 2017, renewal. Mr. Diacou recommended 3 plans from Yalow's current provider Oxford/United Health Care. The rate increase in FY17-18 for Yalow's benchmark Oxford Metro Gold plan would be 5.25%. 32 employees are currently enrolled among the three plans the school offers. The FY17-18 budget assumes 45 employees will enroll (40% increase), and \$342,200 is budgeted. Mr. Diacou recommended that the school subsidize 90% of the annual premium for the individual employee category and proportionate increases in Yalow's subsidy payments for other plan classifications compared with last year.

Upon a motion duly made and seconded, the school's board of directors approved the following resolution.

Resolved: the Board of Trustees approves and authorizes the Executive Director to offer employees the Oxford Metro Gold Gated health plan (specialist referrals required) and subsidize \$641.95 of the individual premium and proportionate increases over FY16-17 for other enrollment plan classifications. Metro Gold Non-Gated (specialist referrals not required) and Freedom Gold plans shall be offered to employees as "buy-up" health plans options.

Mr. Diacou reviewed the current status of dental, vision, life, and disability plan benefit proposals from insurance carriers solicited by MDG Benefit Solutions. Negotiations continue. Yalow's estimated cost for these 4 plans is relatively minor (\$38,800 in aggregate).



Resolved: the Board of Trustees approves and authorizes the Executive Director to enter into agreements with dental, vision, life, and disability plan benefit carriers on substantially the same or better terms than currently presented.

Changes to Employee Handbook

Following a webinar on the laws regarding employee handbooks sponsored by the NYC Charter School Center conducted by Richard Kass of Bond, Schoeneck & King, PLC, one of Yalow's attorneys, Mr. Diacou asked Mr. Kass to review Yalow's Employee Handbook for compliance with NYS and federal law and court interpretations of labor law. Proposed changes and the rationale for each change were discussed by the board. The board also considered a proposal increasing the number of Paid Time Off (PTO) Days for teachers from 5 to 7 days. Discussion ensued; several alternatives were discussed. Mr. Carr suggested permitting teachers to roll over unused PTO days from the one academic year until December 31 of following academic year, which was agreed upon.

Resolved: That the Board of Directors approves the proposed revisions to the Rosalyn Yalow Charter School Employee Handbook, as amended, subject to review by the New York State Education Department.

Relocation Update: Civic Builders

In a telephone call from David Umansky on July 5, 2017, Mr. Diacou was informed that Civic Builders has declined to underwrite the school for the previously proposed \$25 million building project at 411 Wales Ave. Following completion of their due diligence process, Mr. Umansky cited four reasons for Civic Builders' decision: absenteeism, teacher turnover, the change in school principal, and the need for clearer communication between the board, Mr. Diacou, and Principal Belle. Mr. Umansky left open the possibility that Civic Builders will reconsider its underwriting decision next year, and said they'd refund the \$15,000 fee previously paid by Yalow.

Mr. Diacou informed the board that NYSED is aware of Civic Builders' decision and that NYSED has scheduled a conference call with Mr. Carr and Mr. Diacou to discuss the school's options for relocation.

Finance Report

Mengel Metzger Barr & Co., LLP, Yalow's auditors, have been preparing the school's audit and will conduct its on-site review August 7 and 8, 2017. The school's June 30 financial statements will not be finalized until the end of August because adjustments to expense and revenue items will continue throughout the summer.

Executive Director Report

No progress was made at the meeting with Walker Memorial on June 22 to discuss lease extension to June 30, 2019, and reimbursement to Yalow for unpaid building improvements made by Yalow. Mr. Diacou sent a letter to Walker reminding the church of the mutual benefit to Walker and the school of resolving these matters expeditiously. On July 17, a church representative informed Mr. Diacou that Walker has received proposals to buy the school building and is considering all options. The church asked Mr. Diacou to provide an accounting, by August 4, of all building improvements (circa \$110K) made by Yalow to bring the school into proper working condition following the departure of the building's previous tenant, Grand Concourse Charter School.



Teacher hiring progress report update: 7 teacher-social workers needed; 5 hired to date. 2 lead teachers needed; 2 hired to date. 3 special ed teachers needed; no hires. 2 ESL teachers needed; no hires.

Applying for a new Management Liability insurance policy to replace current Errors and Omissions (E&O) carrier (Allied World).

New Business

Ms. Hayes requested that Principal Belle provide a monthly report to the board, preferably in person.

Public Comment

There were no public comments.

Adjournment

The meeting was adjourned at 8:18 p.m.

Approved by Board of
Trustees on September 19, 2017