

APPROVED



The Rosalyn Yalow Charter School

Minutes

Board of Trustees Meeting

Date and Time

Tuesday December 18, 2018 at 6:30 PM

Location

116 E. 169th St., Bronx, NY 10452. Certain members of the board may attend via Skype from other location, which locations will also be open to the public.

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.

Objective

To provide Board of Trustees oversight of educational and operational outcomes.

Trustees Present

B. Yalow, D. Friedman (remote), G. Feliciano, I. Lee (remote), M. Balbuena, M. Rosen (remote), S. Hayes

Trustees Absent

L. Howard, R. Lyon, S. Saunders

Guests Present

A. Diacou, Kim Smaw, S. Burton

I. Opening Items

A. Call the Meeting to Order

M. Balbuena called a meeting of the board of trustees of The Rosalyn Yalow Charter School to order on Tuesday Dec 18, 2018 @ 6:40 PM at 116 E. 169th St., Bronx, NY 10452. Certain members of the board may attend via Skype from other location, which locations will also be open to the public..

Guests: Eldwin Fernandez, operations manager, Lluvia Lara, parent, Joshua McKenzie, operations assistant, Emuejevoke Ofuyah, teacher, Esther Sosa, teaching assistant, Jeffrey Sosa, parent.

B. Record Attendance and Guests

C. Adoption of Agenda

M. Balbuena made a motion to move the Executive Session to the end of the meeting to accommodate several unannounced parents, adopt the amended Agenda.

B. Yalow seconded the motion.

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

D. Approve Minutes

Approval of the minutes was tabled until January 15, 2019 meeting.

II. Committee Reports

A. Social-Emotional Program and Development

Dr. Donna Friedman gave a report of the Committee's November 5, 2019 meeting in which they discussed specific goals and objectives of placing social workers in k-2 classroom. The goal is to ensure that all children at Yalow are ready to learn and if not, to provide them with the support and tools to do so. A draft plan outlining best practices for social workers as co-teachers in Yalow's k-2 classrooms had previously been written by Mosaic Mental Health and is hereby submitted for board review. Part of the plan is to incorporate social-emotional content in academic lesson planning for k-2 students.

If approved, baseline assessments to assess each child's readiness for learning and identify social-emotional barriers to learning readiness will be made by co-teachers in the beginning of the school year and quarterly, thereafter. The board committee will be expanded to include two of Yalow's social workers.

B. Finance

The 5-month finance report (ending November 30) was previously submitted to the board for review. Current forecast shows an increase in year-end surplus by \$169k, to \$236,160. Enrollment has increased to 448 students.

The finance committee will undertake a deep budget-dive on January 10 in preparation for the January 15, 2019 board meeting.

C. Personnel

D. Education

Dr. Hayes reported that the the Education Committee met on December 6 for its monthly review of academic goals. A charter revision request to amend Yalow's Bylaws, whereby the principal will report directly to the Board of Trustees was

submitted on December 15, and is included in the December 2018 document folder.

III. Academic Reports

A. Review of Academic Assessments

Kim Smaw, Vice Principal/Chief Data officer, reviewed the Grade-by-grade student assessment tables included in the December 2018 board meeting folder. The Board discussed several initiatives address the high percentage of students reading below grade level, particularly in the second and third grades. Ms. Smaw was appointed to be in charge of mentoring new teachers. Dr. Burton will conduct a survey of 2nd- and 3rd- grade teachers, asking for their comments about how to improve those percentages.

B. Progress Toward NYSED Annual Report Goals

Review of progress toward the Annual Report charter goals submitted to NYSED is tabled to the January Board meeting.

C. NYC 2017-18 School Quality Snapshot

Principal Burton reviewed NYC DOE's online report card for Yalow.

D. Chronic Absentee Report

Chronic absenteeism is 21.07% (94 students); *Main Site*:16.57%; and *Third Avenue* 35.19% (kindergarten campus), where families are transitioning from pre-school attendance habits to elementary school expectations. Principal Burton offered to visit homes of chronic absentees on Sundays to meet with parents.

E. School Library

\$14,000 has been allocated for school library books at both the main campus and Third Avenue campus. A library committee consisting of Kim Smaw, Ben Thomas, and Yvonne Booker-Byers was appointed to select additional library books and oversee distribution and checkout of books.

IV. Executive Director Report

A. HVAC Installation December 26-29

Removal and replacement of 5 rooftop HVAC units will take place December 26-28, 2018.

B. Enrollment (448 v. 456)

Yalow will not be opening a new 1st-grade class mentioned at the November Board meeting. Current enrollment is 448 students; target enrollment remains 456 students. We continue to actively recruit new students for kindergarten where 17 students withdrew due to the September bus crisis. Student attrition continues in 3rd and 4th grades.

C. New School Search for 2021

Yalow's options for securing a new building are contingent upon Yalow's ability to convince lenders that Yalow is a solid credit risk for a \$30-\$40 million investment. Mr. Diacou toured the Bronx Post Office development site. Developer wants July 2020 occupancy; Yalow's 2 leases expire in 2021. Developer will consider Yalow's probability of receiving a 5-year charter renewal from NYSED.

Mr. Diacou reminded the board that academic viability influences probability of receiving a 1-, 3-, or 5-year charter renewal.

Dr. Hayes stressed the necessity of exploring multiple facility options for a new school facility beginning July 1, 2022.

D. Board Retreat Saturday, January 12, 2019

BoardOnTrack will facilitate Board governance discussions.

V. Public Comment

A. Public Comment

Three parents and one Yalow teacher attended. They expressed interest in coming to future board meetings and asked how speaking privileges could be arranged. Unfortunately, one of them waited in the lobby from 6:00 p.m. until around 7:30 before finding out which floor the meeting was being held. Better channels of communication were discussed...the discussion was primarily in Spanish, because one of the parents didn't speak English. Future board meetings notice will be posted in Spanish and English. One of the parents suggested that only 40% of parents have internet access. Mr. Diacou will review student files and report to the Board how many parents do not have email addresses.

Board members signed holiday greeting cards to accompany holiday presents for teachers.

VI. New Business

A. Additional topics which may be discussed or acted upon

None.

VII. 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 9:06 PM.

Respectfully Submitted,
A. Diacou