

APPROVED



The Rosalyn Yalow Charter School

Minutes

Board of Trustees Meeting

Date and Time

Tuesday January 15, 2019 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, I. Lee, L. Howard, M. Balbuena, M. Rosen, R. Lyon, S. Hayes

Trustees Absent

G. Feliciano

Guests Present

A. Diacou, Carlos Luna and Myriam Gonzalez, Esther Sosa, Kathya M Dunn-Moodie, Kim Smaw, Lauren Farline, Lluvia Lara, 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 Jan 15, 2019 @ 6:30 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..

B. Record Attendance and Guests

C. Adoption of Agenda

Upon a motion duly made and seconded, the adoption of the January 15, 2019 agenda was unanimously approved.

D. Approve Minutes from November 20, 2018 Board of Trustees Meeting

M. Balbuena made a motion to approve minutes from the Board of Trustees Meeting on 11-20-18, as amended. Dr. Lyon asked that the November minutes be amended to state the correct year of Ms. Saunders resignation to reflect January 2019 instead of January 2018 and that his discussion surrounding achieving literacy goals be added.

B. Yalow seconded the motion.

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

E. Approve Minutes from December 18, 2018 Board of Trustees Meeting

M. Balbuena made a motion to approve minutes from the Board of Trustees Meeting on 12-18-18, as amended. Dr. Lyon asked that the December minutes reflect his absence from the meeting.

B. Yalow seconded the motion.

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

II. Executive Session

A. Enter Executive Session

Upon a motion duly made and seconded, Board nominated Ms. Gregoria Feliciano to chair the Parent Engagement Committee. Ms. Hayes suggested that parents select a parent to work alongside Ms. Feliciano.

Mr. Balbuena asked board members to help identify potential new board members. Dr. Lyon stated the retreat was excellent and some of the tools we learned will help identify appropriate board members. Someone with a human resources background would be very valuable.

B. End Executive Session

III. Committee Reports

A. Social-Emotional Program and Development

The next Social Emotional Development Committee meeting will take place on Thursday, January 17th. Mr. Balbuena welcomed other members to join if interested.

The Social-Emotional Program committee will meet on Thursday, January 17, 2019 to finalize recommendations for implementing a new social-emotional curriculum in Yalow's 4 kindergarten classrooms and review the role of teacher-

social workers in the Yalow's 10 K-2 and one 12:1:1 classroom. Committee recommendations will be presented at the February 19, 2019 board meeting.

B. Finance

Year-end financial forecasts remain on a positive trend.

The finance committee conducted its quarterly deep budget dive January 10, 2019. Student enrollment is now 448, compared with a forecast of 440 students for revenue projections. Fundraising is below target; year-end revenue from fundraising is forecast to be \$56K under budget. The current net income is \$573,390 which is \$321,701 ahead of budget for the period.

CSBM has not been performing as strongly as they have in the past. Mr. Rosen stated he is not sure if this is due to the change in personnel with the absence of Mr. Ramon but would like to give them an opportunity to improve. Mr. Yalow stated right before the January 15th Board meeting they received a new proposal that did not reflect the fee. Mr. Balbuena asked that a follow-up be discussed in Execution Session at the next Board Meeting in addition to funding for the new building.

C. Personnel

The personnel committee is in the process of finalizing the evaluation for the Executive Director. Mr. Balbuena stated that all Board members should have received an email from Board on Track to review the Executive Director evaluation. He asked that if necessary, for all to provide feedback via the link provided. The Board will be meeting with the Executive Director to discuss the goals and also the role between the Principal and Chief Data Analyst. The Board will also review the principal's leadership goals in addition to the roll-over of vacation and sick leave.

Mr. Balbuena asked that Mr. Diacou and Mr. Burton provide certification documentation for all teachers for the committee to review. Mr. Balbuena asked that each committee set at least two goals for the next six months. He would like the goals to be uploaded to Board on Track so we can see the progress.

D. Education

The Education Committee met on January 10 for its monthly review of academic goals. Topics of discussion were Chronic Absenteeism, Attendance Improvement Plan, Mid-Year Teacher Observation Report, Response to Intervention (RTI) Update and STEP Literacy and Math Data Update. Mr. Yalow stated a month by month report of those children in the red for absenteeism would be very useful. This request will be forwarded to Dr. Burton.

IV. Academic Reports

A. Progress Toward NYSED Annual Report Goals

Each year the school must report to the state what the schools goals are. One goal is to increase the academic success of the third and fourth graders. The goal is for 75% of the third and fourth graders to achieve proficiency on the state exams as last year only 50% achieved proficiency. Students are able to access the IO diagnostic exam where they can go online take sample examinations.

Saturday programs will be in effect starting in January to help students with reading, writing and mathematics. For those students under the RTI umbrella a group of teachers have been assigned to give them extra support. Given this

additional support Dr. Burton believes the students will surpass last year's results.

Mr. Balbuena stated the Board has been asking for a longitude study of the students for sometime and asked that S. Burton and K. Smaw complete this project. Ms. Smaw sated she has STEP data she can compile this study from the the math data will be difficult as it phases out.

In addition, S. Burton and K. Smaw were requested to track individual student progress on a monthly basis and report results to the education committee.

V. Executive Director Report

A. HVAC Installation Completed

The five HVAC units have been installed and tested. Minor issues are being worked out. The main issue is the airflow through the building which was not part of the original contract. This means a new contract must be made and the school will have to incur the expense. As soon as the weather permits final roof repairs will be completed.

B. Enrollment (448 v. 456)

Enrollment is at 450. Currently there are 200 applications for next year primarily for kindergarten. The goal is to fully enroll 536 students in Yalow's 5th year, requiring enrollment of 3 new kindergarten classes in FY19-20.

C. New School Search for 2021

Mr. Diacou stated he has been approached by several developers for a new school facility. All future building options are inversely correlated with Yalow's probability of receiving a 5-year charter renewal from NYSED. Yalow's academic viability influences probability of receiving a 1-, 3-, or 5-year charter renewal. One plan is to go back to Civic Builders once academics have improved. Another option is the Bronx Post Office; owners want to lease the space beginning in 2020, which would mean sub-leasing both of Yalow's current facilities. Mr. Diacou has a meeting scheduled with another developer next week.

Mr. Balbuena asked that the fund raiser developer position be put back into the budget as essential to Yalow's ability to fund a \$30-\$40 million building.

VI. New Business

A. What does it mean to be a community school?

The Board discussed the elements of the school that are valuable and unique:

1. teacher-social worker model
2. intellectually enriched curriculum, including Singapore math and the American Museum of Natural History
3. parent engagement
4. outpacing CSD9 academically (albeit, below our internal standards)
5. providing student with multiple avenues to be successful, including chess, fencing, arts and chorus programs and development of extra curriculum skills that teach discipline
6. weekly family support groups
7. Mosaic Mental Health satellite clinic

The intent is to look at the Community Schools model and see what Yalow can incorporate and leverage to support parents.

VII. Public Comment

A. Public Comment

Items discussed were:

1. More parent involvement
2. Better Communication
3. Preparation for NYS ELA and math exams
4. Yalow should become a K-8 school

Mr. Balbuena asked that all concerns be submitted in writing for an official response but would like the parents to know that the Board understands the importance of education, and is working on improving all of the above.

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 8:06 PM.

Respectfully Submitted,
L. Howard