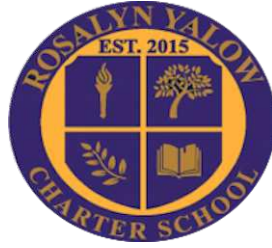


APPROVED



# The Rosalyn Yalow Charter School

## Minutes

### Board of Trustees Meeting

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#### **Date and Time**

Tuesday June 25, 2019 at 5:30 PM

#### **Location**

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

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#### 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.

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#### **Trustees Present**

B. Yalow, G. Feliciano, I. Lee, L. Howard, M. Balbuena, M. Rosen, R. Lyon (remote), S. Hayes (remote)

#### **Trustees Absent**

*None*

#### **Guests Present**

A. Diacou, S. Burton

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### **I. Opening Items**

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

**B. 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 Jun 25, 2019 @ 5:31 PM at 116 E. 169th St., Bronx, NY 10452. Certain members of the board may attend via GoToMeeting or Skype from other locations, which locations will also be open to the public..

**C. Approve Minutes**

M. Balbuena made a motion to approve minutes from the Board of Trustees Meeting on 05-21-19.

R. Lyon seconded the motion.

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

**D. Finance Report**

Year-end financial forecasts remain on a positive trend. Student enrollment remains at 444. Revenue forecasts use Yalow's student count of 442 students. Fundraising is \$66K under budget, excluding in-kind contributions. Total revenues are forecast to be over budget \$76,686.

Major deviations in spending include lower forecast expenses in administrative and instructional staff due to lower salaries and hiring after the beginning of the July 1 fiscal year; fewer than projected enrollments for Yalow's health (70%) and 401(k) benefit plans; lower expenses for legal, student testing, tuition reimbursement to social workers for NYS teaching certification programs, building repairs and maintenance, textbooks and classroom supplies. Textbook and classroom supply expenses offset by using FAMIS monies for purchases and furniture donations from private schools. Higher than forecast expenditures have been incurred for additional art and music classes, monthly technology maintenance for several additional classrooms and staff at the Third Avenue campus, and CSBM services. Total expenses are currently forecast to be under budget by \$408,333.

**E. Review 5-year budget for charter renewal**

The draft 5-year budget covers FY2020-21 through FY2024-25—years 6-10. While Yalow's cash balances are quite strong, the number of enrolled students permitted under Yalow's charter will be capped at 536 in year 5. Without nominal year-to-year increases in per pupil funding from NYS, long-term stability is a concern. The budget also assumes Yalow's two campuses are consolidated into a single new building beginning in year 8.

Mr. Yalow stated the Finance Committed made a number of hard decisions to demonstrate that the school will be financially viable over the next 5 years and net income remains positive, including a review of staffing levels. There is opportunity for adjustments on the administrative staff, but not enough to close the revenue gaps. In light of the unfavorable view of charter schools in the NYS assembly, the budget assumes a minimal annual 2% increase in per pupil revenue from the state. Without additional fund raising revenue, beginning in FY2020-2021, a minimum number of cuts, such as COLA for 16 administrative staff positions and teacher bonuses, may need to be eliminated in order to maintain positive net income.

B. Yalow made a motion to approve 5-year budget for charter renewal.

M. Rosen seconded the motion.

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

**F. Employee Health Benefit Renewal Policy**

The annual policy premium for the most popular non-gated plan (26 employees) *increases by 0.6%*. The gated plan (16 employees) *decreases by 1.0%*, and the plan with Oxford's largest network of specialists (11 employees) *increases by 4.45%*. Below is the amount the school currently pays towards health care:

**Monthly Tier Premium Share**

**Employee:** \$659.73 (92%)

**Employee & Spouse:** \$917.89 (64%)

**Employee & Children:** \$780.20 (64%)

**Family:** \$1,021.87 (50%)

Based on our payroll census, costs to Yalow would be: \$688K—a 28% increase—assuming that an additional 3 of 15 unenrolled employees choose to to enroll in coverage along with 8 of 10 new hires.

B. Yalow made a motion to renew the Employee Health Benefit Policy.

G. Feliciano seconded the motion.

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

**G. Proposed Revisions to Yalow's Corporate By-Laws**

R. Lyon made a motion to adopt the newly proposed DRAFT By-Laws that permits a flexible number of trustees (between 7 and 15), and thereby a flexible number of trustees required to form a majority. .

B. Yalow seconded the motion.

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

**H. Reduce school hours by 30 minutes**

B. Yalow made a motion to Resolved: That the Board of Trustees approves shortening the length of the school day from 8:00 a.m.–4:30 p.m. at the 169th Street campus and from 7:30 a.m.–4:00 p.m. at the Third Avenue campus. The Charter Revision Request is attached as Exhibit A.

G. Feliciano seconded the motion.

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

The Board reminded school administration that in approving the new school calendar start date of August 26, prior to the availability of Yellow bus service, NYSED requested the school to put in place a metro card contingency plan for parents who require public transportation assistance traveling to and from school.

**I. Board Meeting Schedule FY2019-2020**

B. Yalow made a motion to to continue holding the Board meetings every third Tuesday of each month (Exhibit B).

I. Lee seconded the motion.

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

**II. Principal Report**

**A. Instruction Update**

STEP Data Results

Kindergarten Student Progress

3 students (3%) grew more that 4 steps, exceeding expected progress

19 students (17%) grew exactly 4 steps, meeting expected progress

91 students (81%) grew less than 4, trailing expected progress

1st grade Student Progress

12 students (13%) grew more than 3 steps, exceeding expected progress

21 students (23%) grew exactly 3 steps, meeting expected progress

57 students (63%) grew less than 3 steps, trailing expected progress

2nd grade Student Progress

36 students (40%) grew more than 3 steps, exceeding expected progress  
14 students (16%) grew exactly 3 steps, meeting expected progress  
40 students (44%) grew less than 3 steps, trailing expected process

**3rd grade Student Progress**

19 students (19%) grew more than 3 steps, exceeding expected progress  
11 students (11%) grew exactly 3 steps, meeting expected progress  
70 students (70%) grew less than 3 steps trailing expected progress

**B. Summer Academy**

About 80 students will be attending summer academy. Half of which will be doing project based assignments to increase performance in NWEA and STEP.

**C. Embargoed 2017-2018 School Quality Survey**

**D. Teacher hire update**

- 11 Teacher Social Workers Needed; Hired 9
- 23 Teachers & Fellows Needed; Hired 21
- 4 RTI ELL Needed; Hired 4
- 5 RTI Sped Needed; Hired 5
- 1 RTI Reading Specialist Needed; Hired 1 (3 Additional Needed for 2019-2020)
- 3 RTI Other Needed; Hired 3 (Teaching Fellows used as teachers)

**E. Year-end teacher evaluations**

Dr. Burton has conducted meetings with every teacher who has signed and have been given a copy of their evaluation.

**F. NYS test results (preliminary)**

Dr. Burton stated students outperformed last year results and outperformed NYC scores.

98% of 4th graders earned a 3 or 4 on state science scores.

**G. School performance plan**

Dr. Burton continues to meeting with Mr. Balbuena in preparation for the renewal with the State.

Mr. Lee requested to see a copy of the new physical education curriculum when finalized.

**H. Chronic Absenteeism September 4, 2018-June 7, 2019**

On par with FY2017-2018. Refer to attached graphs.

- Chronic absentees (>10%): 17.11% (76 students with 7 to 40 days)
- 10+ days late-arrival/early-dismissals: 33.78%. (150 students; 56 students with more than 30 days late; 15 students have more than 20 early-dismissals.)

**III. Parent Engagement**

**A. Father's Day celebration Friday, June 14, 2019**

Some 40 families attended the *Donuts With Dad* Father's Day celebration on Friday, June 14, following school dismissal. Parent coordinator Carolina Morales organized a very successful event.

#### **IV. Executive Director Report**

##### **A. New school facility search**

Short-term goal is extending existing leases at both Third Avenue and 169th St. Walker Memorial and Third Avenue Realty are open to discussion.

Long-term goal is consolidating two campuses in one new building, approx. 50,000 s.ft. for a K-5 school. Map of Yalow's student population overlaid with Bronx school districts is attached.

New construction options:

1. Developer builds a mixed use residential/commercial building and provides Yalow with ground floor space.
  1. Third Avenue Realty is sourcing two developments with Yalow in mind.
2. Yalow uses public/private market to finance a \$35 million building.
  1. Ziegler Investment Banking says there is great demand among investors for NY tax-exempt bonds
  2. Ziegler analysis places Yalow at BB+; possibly BBB-. BB is non investment grade, but sufficient to sell bonds. Ziegler credit analysis attached.
  3. Financing is dependent on obtaining a 3-year charter renewal.
  4. Moody's Investors Service is analyzing Yalow's credit and will visit school on July 8.

#### **V. Executive Session**

##### **A. Bonuses**

The bonus discussion was tabled to the July Board meeting.

#### **VI. 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 8:16 PM.

Respectfully Submitted,  
L. Howard