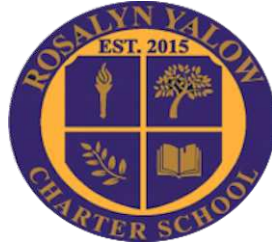


APPROVED



The Rosalyn Yalow Charter School

Minutes

Board of Trustees Meeting

Date and Time

Tuesday July 16, 2019 at 6:30 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.

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.

Trustees Present

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

Trustees Absent

M. Rosen

Guests Present

A. Diacou, S. Burton

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 Jul 16, 2019 @ 6:35 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 06-25-19.

B. Yalow seconded the motion.

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

D. Formalize Paid-Time-Off Policy

B. Yalow made a motion to RESOLVED, that the School's Paid Time Off (PTO) policy be modified to reflect that: (a) up to ten PTO days may be rolled over to the fiscal year following the year in which those days were accrued; (b) 12-month employees shall accrue 12 days of PTO annually; and (c) employees may be paid for up to ten days of unused PTO time upon the termination of their employment, such payment to be made at the employee's regular daily rate; provided, that employees who fail to give proper notice of a voluntary resignation shall not be paid for unused PTO. "Proper notice" means: two weeks' prior written notice for nonexempt employees, four weeks' prior written notice for exempt employees, or any longer notice period stated in the employee's offer letter or employment contract.

G. Feliciano seconded the motion.

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

E. Board Meeting Schedule FY2019-2020

B. Yalow made a motion to approve the 2019-20 Board meeting schedule to hold meeting at 6:30 p.m. on the third Tuesday of each month.

L. Howard seconded the motion.

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

F. Bonuses

B. Yalow made a motion to allocate \$25,000 toward bonus awards for fy2018-19.

S. Hayes seconded the motion.

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

II. Executive Director Report

A. Update from NYSED: reducing school hours by 30 minutes

NYSED responded to our charter revision request to shorten the school day, raising several questions. NYSED's questions and Yalow's responses were submitted for Board review.

B. Update: new school facility search

Long-term goal is consolidating two campuses in one new building, approx. 50,000 s.ft. for a K-5 school.

Two representatives from the public finance group at Moody's Investors Service visited the school for 3 hours on July 8 to review to school's financing needs and demographics, and provide Yalow with Moody's charter school rating criteria.

Ziegler Investment Banking's charter finance team flew in from Boston to join the meeting. Ziegler will assist the school in preparing a ratings package over the next few weeks for Moody's review. Information presented to Moody's will be similar to the information prepared for Yalow's Charter Renewal.

C. Third Avenue construction

Construction of new classrooms and additional workspaces at the Third Avenue campus began July 12. Third Avenue will be home to 4 kindergarten, 3 1st-grade, one 12:1:1 special education classroom, in addition to arts, chess, fencing, ELL, and special education pull-out services—circa 225 students. Once construction is completed Charter Tech will begin the process of wiring for internet, Smart boards, phones, computers, and smoke detectors. Work will be completed for start of school on Monday, August 26.

III. Principal Report

A. Summer Academy

Dr. Burton stated 60-65 students attended summer academy.

G. Feliciano asked for the numbers of "students in need" who participated in summer academy.

M. Balbuena asked Dr. Burton to prepare a progress report showing pre- and post-summer academy student scores.

B. Teacher hire update as of July 12, 2019

10 of 55 teacher and 17-member RTI team remain to be hired. Currently there are 20 uncertified teacher-social workers (8) or teachers (12), although several are in process of getting their certifications. Pursuant to NYSED guidelines for charter schools, the board affirmed there not be more than 15 uncertified teachers.

IV. Year-end finance report

A. Finance Report

B. Yalow gave an overview of Yalow's financial position. Financials are positive. Although unaudited, forecast we expect a June 30 year-end surplus of \$696,779, and year-end cash balances are expected to exceed \$2.7 million. Audit expected to be complete by the end of August. Mr. Yalow cautioned that Yalow needs to conserve cash balances as a down-payment toward the purchase a new building to consolidate our two campuses into one location, and reduce overhead. Yalow reaches our maximum number of students (536) under the charter in 2019-20. Without additional students, per pupil revenue growth is capped, and Yalow will be forced to constrain expense growth to remain fiscally sound.

V. Education Committee

A. Workshop: Interpreting student data

In K. Smaw's absence, the planned discussion of student data benchmark comparisons and growth was tabled to the August board meeting.

M. Balbuena requested academic leadership prepare an action plan for improvement of student outcomes, with particular focus on k-2 students.

VI. Executive Session

A. Personnel discussion

No decisions were made to formulate a teacher bonus plan.

The executive director and principal were admonished to work more closely for the overall benefit of the school and student outcomes.

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 8:30 PM.

Respectfully Submitted,

L. Howard

M. Balbuena made a motion to adjourn the meeting.

L. Howard seconded the motion.

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