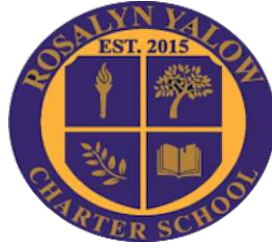


APPROVED



# The Rosalyn Yalow Charter School

## Minutes

### July Board Meeting

---

#### **Date and Time**

Tuesday July 21, 2020 at 6:30 PM

#### **Location**

Via GoToMeeting

---

#### 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 (remote), G. Feliciano (remote), I. Lee (remote), M. Balbuena (remote), R. Lyon (remote), S. Hayes (remote)

#### **Trustees Absent**

L. Howard, M. Rosen

#### **Guests Present**

A. Diacou (remote), K. Smaw (remote)

---

### **I. Opening Items**

- A. Call the Meeting to Order**
- B. Record Attendance and Guests**

## II. Items for board approval

### A. Approve June 21 board meeting

B. Yalow made a motion to approve the minutes from Board Meeting on 06-16-20.

G. Feliciano seconded the motion.

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

### B. 2020-2021 academic calendar

After reviewing the calendar submitted to the board, M. Balbuena suggested pushing the opening date back to September 8, 2020 from August 31 in order to give the school additional time for deep cleaning and retrofitting classrooms with polycarbonate partitions.

B. Yalow made a motion to Approve the academic calendar as amended to 186 instructional days.

R. Lyon seconded the motion.

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

### C. 2020-2024 strategic plan

To parents and students our message is that Yalow is a public school with all the amenities of a private school, promoting individual character and academic excellence, with the goal of educating the whole child.

In order to fully implement the 2020-2025 Strategic plan:

- M. Balbuena will begin the process of reviewing the operations side of Yalow to understand the complementary roles between the operational mechanics of running the school and academic implementation in order to improve overall accountability for student outcomes. All school-wide procedures and protocols will be reviewed.
- *Mindset*, by Carol Dweck, will be sent to all teachers. The principal and M. Balbuena will conduct a professional development session for all new teachers on the message of *Mindset*. The goal is to ensure that all teachers understand Yalow will be following the charter without reservation.
- Yalow will implement the Academic Parent-Teacher Teams (APTT) model of best practices for families and teachers working together to build the capacity for students to succeed on foundational grade-level skills.
- M. Balbuena will oversee implantation of a better dashboard to keep the board focused on the goals of the 2020-2025 Strategic Plan.

R. Lyon made a motion to approve the 2020-2025 Strategic Plan prepared by the Executive Director and Principal, with the assistance of Pasek Consulting, following guidance provided by the Board of Trustees at the January 25, 2020 Board retreat.

B. Yalow seconded the motion.

The Strategic Plan will be shared with all Yalow stakeholders, especially parents and teachers, and posted on Yalow's website. The board **VOTED** unanimously to approve the motion.

### D. Governor Cuomo order to submit plan for reopening school by July 31

The board reviewed Governor Cuomo's 23-page guidance and order for schools submit a plan to reopen schools for in-person instruction. Discussion ensued.

R. Lyon made a motion to direct the Executive Director and Principal to prepare a plan to reopen Yalow for in-person instruction and distribute to Board members by July 28 for review and comment, and authorizes M. Balbuena to approve prior to submission.

S. Hayes seconded the motion.

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

### III. Finance

#### A. Unaudited 12-month finance statement

B. Yalow presented Yalow's financial overview. Auditors are in the process of preparing Yalow's year-end financial statements. Current year-end forecast are as follows.

- Fiscal year net income is currently forecast at c. \$975,000, which is c. \$900,000 more than the board budgeted in June 2019 (a surplus of nearly \$79,000).
- We have almost \$5.3 million in the bank as of June 30, 2020, including \$1,143,150 from the Paycheck Protection Program loan. Cash on hand exceeds original June 2019 forecast of \$2,842,802 by c. \$2,450,000.

### IV. Principal Report

#### A. Teacher Hire Update

- 19 new teachers for 2020-2021 (10 for unfilled positions; 9 replacements)
- Yalow will have fewer than 15 uncertified teachers in Yalow's general education classrooms
- interviewing for 2 Teach for America candidates
- dean of students hired from Uncommon Schools—Northstar network—for Third Ave. campus.

#### B. Closing the student achievement gap: and pre- and post-Covid-19 mock exams for grades k-5

K. Smaw was directed to send the report to Board members.

#### C. End of year k-5 student assessment data

K. Smaw was directed to send the report to Board members.

### V. Executive Director Report

#### A. School buses seem unlikely for 2020–2021 academic year

NYC DOE may not be providing buses for general education students for the upcoming school year; bus contracts were canceled and drivers were furloughed. Some busing may be available for homeless students and a few special education students.

- 60% of Yalow's students (i.e., 300 students) now take buses to Yalow's two campuses
- Metro cards will be provided for students, although not for parent escorts (no formal announcements, yet)
- some students travel 5–9 miles to reach Yalow and might choose to transfer to schools closer to home
- we should be prepared for a large loss of bused students and the financial consequences

#### B. Preparing Yalow for return of students and teachers

- Deep cleaning is underway at both campuses.
- 40 UV-C lamps will be placed in each classroom and all common areas. Lamps have timers (i.e., 15-, 30-, and 60-minutes) and will be turned on each evening following cleaning.
- At the 169th St. campus Hughes Environmental Engineering will be replacing air handler filters with MERV-13 filters to remove microbial particulates when building air is recirculated in winter months. Otherwise the HVAC system only pumps in fresh air.

- At the Third Ave. campus landlord is working on a practical filtering solution for winter months.
- M. Balbuena requested that teachers not return to buildings until deep cleaning is completed.
- Summer Teacher Workshop set to begin on August 3 will be virtual until cleaning is completed.

## **VI. Public session ended**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:48 PM.

Respectfully Submitted,  
A. Diacou

---

## **Documents used during the meeting**

- 20200714165626228.pdf
- Yalow School Calendar 2020-21-converted.pdf
- Yalow School Calendar 2020-21.pdf
- RYCS Final Draft Plan.pdf
- Pre-K\_to\_Grade\_12\_Schools\_MasterGuidance.pdf
- nys-p12-school-reopening-guidance.pdf
- reopening-plan-submission-memo-7-17-20.pdf
- school-reopening-faq-7-17-20.pdf
- RYCS Monthly Report - June 2020.pdf
- 2019-2020 Yalow Map.pdf