



# The Rosalyn Yalow Charter School

## Minutes

### Board Meeting

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**Date and Time**

Tuesday January 19, 2021 at 6:30 PM

**Location**

Via GoToMeeting

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

**Trustees Absent**

I. Lee

**Guests Present**

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

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**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 19, 2021 @ 6:30 PM.

**B. Record Attendance and Guests**

**II. Finance report**

**A. July 1-December 31 financial statement**

Forecast budget surplus is \$712,614.

**Revenues:**

1. The forecast number of full time equivalent number of students in the budgeted revenue forecast is 518 students (vs. 536). The lower student enrollment results in forecast revenue losses of (\$276,963).
2. The new ESSER grant Yalow increases revenue by \$287,771. ESSER revenues will be matched dollar for dollar with COVID-19 related expenses, Contingency (code #7930).

**Expenses:**

1. Delayed hires of teachers and administrators account for the majority of Yalow’s budget surplus (\$742,908).
2. Expense savings are being realized in many line item categories due to the pandemic slowdown.
  - 3 budgeted positions remain unfilled.
  - The budget assumed 12 teachers would be hired in Yalow’s Tier-I salary category, although most were hired in lower salary tiers.

**Cash Flow:**

- we had \$7.1 million in the bank as of December 31, 2020, and anticipate ending the fiscal year with \$5.1 million in cash, excluding all outlays for Cardinal Hayes construction.
- over \$3 million of cash balances will be spent completing the renovations to our new Cardinal Hayes facility.

M. Balbuena asked that A. Diacou begin preparing the school budget for 2021–2022.

**III. Principal report**

**A. Update: remote v. hybrid instruction progress**

Families are still allowed to bring children to school. Currently there are 301 children learning remotely and 223 in person.

**B. Student performance**

**MATH DATA**

Grade	Unit 2	Unit 3	Unit 4	Unit 5
K	90%	94%	92%	
1	92%	99%	98%	100%
2	46%			
3	25%			
4	62%			
5	79%	67%		

**CKLA DATA**

Grade	Unit 2	Unit 3	Unit 4	Unit 5

K	88%	90%	80%
1	90%	88%	46%
2	41%		
3	56%		
4	100%		
5	71%		

Ms. Smaw stated though the numbers above are not consistent with all grades they are not moving in the direction she would like. Ms. Smaw stated the next go round of data reporting will be done differently where as units will be cut in half. She stated this is relieve the stress of students having to retain so much information in a 30-day span. The use of study guides are also being providing to students so families can focus on what is needed. First mock exams for Math are scheduled for January 21 and 22, January 28th and 29th for CKLA, and February 4th for science.

M. Balbuena asked K. Smaw too prepare a report correlating individual student academic performance with attendance, and whether or not students are classified as ELLs or have IEPs.

**C. Chronic absentee report**  
**Chronic Absentees by Grade:**

- Kindergarten: 28 students out of 101 **(27.7%)**
- 1st-grade: **25** students out of 86 **(29.1%)**
- 2nd-grade: **17** students out of 96 **(17.7%)**
- 3rd-grade: **5** students out of 94 **(5.3%)**
- 4th-grade: **1** students out of 76 **(1.3%)**
- 5th-grade: **4** students out of 71 **(5.6%)**

**IV. Executive Director report**

**A. Cardinal Hayes lease approval and construction timeline**

- CHHS lease signed Friday, December 18.
- Archdiocese approved on December 18.
- waiting for NYSED approval of terms of lease.
- waiting for completed asbestos report to submit with permit applications to NYC Dept. of Buildings (DOB).
- drawings to be submitted to DOB for Alt.2 demolition permit following receipt of asbestos report.
- February 15 target date for commencement of demolition.
- February 1, submit application for Alt. 1 construction permit enabling Yalow to proceed with buildout of 3rd floor. Alt 1 drawings take approx. 3 months for approval. (This is the change of use from residential to educational usage on the 4th floor.)
- February 1, construction manager selected to start bidding out the individual trades Carpentry, plumbing, electrical, etc.).
- February 15, demolition contractor begins their work on 3rd and 4th floors.
- mid-february, Yalow submits Alt. 2 drawings to DOB for buildout of 3rd and 4th floors (should only take around 1 week).
- March 1 (plus or minus), CHHS delivers approved Alt. 1 and Alt. 2 permits to Yalow to proceed with 4th floor buildout.
- March 2, 3rd floor construction commences.

The 4th floor of CHHS is currently has a certificate of occupancy as residential apartments. Yalow's 4th floor construction won't commence until the DOB approves the change of use from "residential" to "school."

To the extent there is a delay in obtaining a construction permit for the 4th floor change of use, Yalow will proceed to open with occupancy of the 3rd floor. The primary impact for Yalow is that use of the cafeteria would be delayed, and students would need to eat in their classrooms.

#### **B. SEEstation installation for 5 ICT classrooms**

- 4 SEEstations being installed at 169th St. campus on Monday, January 18
- 1 SEEstation being installed at 169th St. campus on Wednesday, January 20
- teacher training to take place the week of January 25

#### **C. New Yalow brochure for student recruitment**

- Brochure will be available for the board's review on Monday, January 18.
- Goal is selling Yalow's new home to prospective student families and encourage existing families to remain with Yalow following our move to CHHS.
- designed to be a pictorial highlighting the many amenities of Yalow's new campus and the several reason's families should choose Yalow over competing charter and traditional public schools (arts, chess, fencing, family support group, and strong academics).

Brochure will be available in two formats:

- electronic *flipbook*: <https://www.ryschool.event-dpt.com>
- professionally printed hardcopy

M. Balbuena asked A. Diacou to prepare a dashboard for board members to be able to review historic school performance.

M. Balbuena asked A. Diacou to resend board members a copy of Yalow's 2020–2025 Strategic Plan for review.

### **V. Other business**

#### **A. Ponce Bank**

Mr. Balbuena thanked Ms. Feliciano for cultivating a relationship between the school and Ponce Bank. Ponce Bank was provided a tour of the school and were extremely impressed. The goal is to engage in a relationship with Ponce bank in parent engagement workshops on financial literacy and providing financial support for community events and capital improvements for to the school.

### **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 7:06 PM.

Respectfully Submitted,

L. Howard