

# Application: Rosalyn Yalow Charter School

Alec Diacou - alec.diacou@yalowcharter.org  
2022-2023 Annual Report

## Summary

ID: 0000000032

Last submitted: Oct 23 2023 04:10 PM (EDT)

Labels: Board of Regents

## Entry 1 School Info and Cover Page

Completed - Aug 1 2023

### Instructions

#### Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within the [Annual Report Portal](#). When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

## Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2022-2023 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2023**) or you may not be assigned the correct tasks.

## BASIC INFORMATION

### a. SCHOOL NAME

(Select name from the drop down menu)

ROSALYN YALOW CHARTER SCHOOL 800000083429

**a1. Popular School Name**

Rosalyn Yalow

**b. CHARTER AUTHORIZER (As of June 30th, 2023)**

Please select the correct authorizer as of June 30, 2023 or you may not be assigned the correct tasks.

BOARD OF REGENTS

**c. School Unionized**

Is your charter school unionized?

No

**d. DISTRICT / CSD OF LOCATION**

CSD # 7 - BRONX

**e. Date of Approved Initial Charter**

Jun 24 2014

**f. Date School First Opened for Instruction**

Sep 1 2015

#### **g. Approved School Mission and Key Design Elements**

*(Regents, NYCDOE and Buffalo BOE authorized schools only)*

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 curriculum to graduate our students at or above grade level in literacy and math.

#### **h. School Website Address**

<https://yalowcharter.org/>

#### **i. Total Approved Charter Enrollment for 2022-2023 School Year**

536

#### **j. Total Enrollment on June 30, 2023 - excluding Pre-K program enrollment**

441

k. Grades Served

Grades served during the 2022-2023 school year (exclude Pre-K program students):

Use the CTRL button to select multiple grades to accurately capture every grade level served.

Responses Selected:

k
1
2
3
4
5

I. Charter Management Organization

Do you have a [Charter Management Organization](#)?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2023-2024?

No, just one site.



## School Site 1 (Primary)

### m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for previous year (K-5, 6-9, etc.)	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	650 Grand Concourse, Bronx, NY 10451	347-735-5480	NYC CSD 7	K-5	K-5	K-5

**m1a. Please provide the contact information for Site 1.**

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Alec Diacou & Kim Smaw	Executive Director & Academic Leader	347-735-5480		<a href="mailto:alec.diacou@yalowcharter.org">alec.diacou@yalowcharter.org</a>
Operational Leader	Monique Evans	Director of Operations	347-735-5480		<a href="mailto:monique.evans@yalowcharter.org">monique.evans@yalowcharter.org</a>
Compliance Contact	Alec Diacou	Executive Director	347-735-5480		<a href="mailto:alec.diacou@yalowcharter.org">alec.diacou@yalowcharter.org</a>
Complaint Contact	Alec Diacou	Executive Director	347-735-5480		<a href="mailto:alec.diacou@yalowcharter.org">alec.diacou@yalowcharter.org</a>
DASA Coordinator	Kelvin Manzanet	Dean of Students	347-735-5480		<a href="mailto:kelvin.manzanet@yalowcharter.org">kelvin.manzanet@yalowcharter.org</a>
Phone Contact for After Hours Emergencies	Alec Diacou	Executive Director	914-406-5531		<a href="mailto:alec.diacou@yalowcharter.org">alec.diacou@yalowcharter.org</a>

**m1b. Is site 1 in public (co-located) space or in private space?**

Private Space

## IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

**Certificate of Occupancy and Fire Inspection.** Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2023.

- Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.
- If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.

### Site 1 Certificate of Occupancy (COO)

[Copy of CCHS CO 4487 1948.pdf](#)

**Filename:** Copy of CCHS CO 4487 1948.pdf **Size:** 260.1 kB

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### Site 1 Fire Inspection Report

*This is required, marked optional for administrative purposes.*

[FDNY Inspection 650 Grand Concourse 2022 - 2023.pdf](#)

**Filename:** FDNY Inspection 650 Grand Concourse 2022 - 2023.pdf **Size:** 164.6 kB

n. List of owned, rented, leased facilities not used to educate students

Separate by semi-colon (;)

None

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## CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

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**o. Were there any revisions to the school's charter during the 2022-2023 school year? (Please include approved or pending material and non-material charter revisions).**

*Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.*

No

## ATTESTATIONS

**p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).**

Name	Peter B. Markey
Position	Consultant
Phone/Extension	914-644-9209
Email	<a href="mailto:anmarkey@mmjllp.com">anmarkey@mmjllp.com</a>

**q. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Click **YES** to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).**

## Responses Selected:

Yes

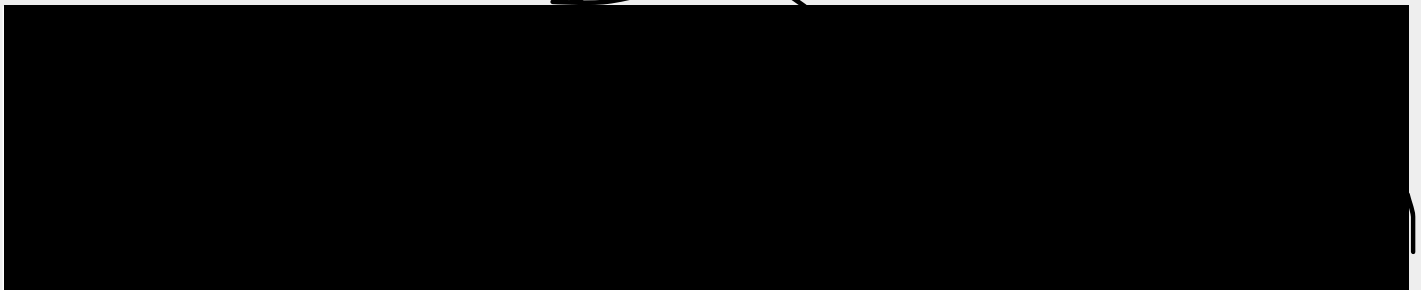
As outlined in ENTRY 10:

Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.

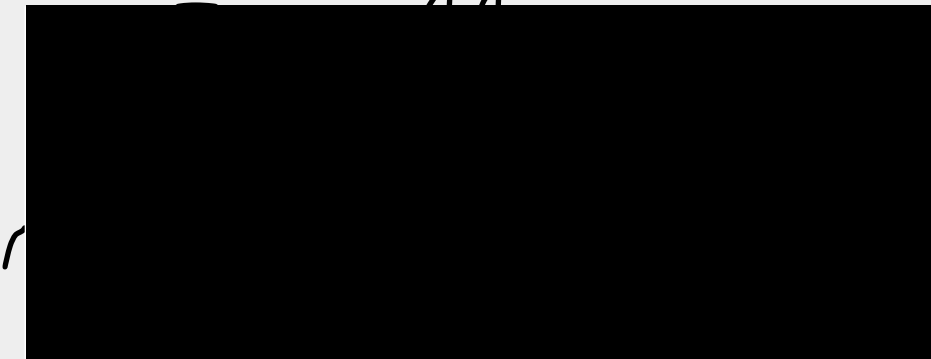
**Responses Selected:**

Yes

Signature, Head of Charter School

A large black rectangular redaction box covers the signature of the Head of Charter School. A small portion of a handwritten signature is visible above the redaction.

Signature, President of the Board of Trustees

A large black rectangular redaction box covers the signature of the President of the Board of Trustees. A small portion of a handwritten signature is visible above the redaction.

Date

Jul 27 2023



Thank you.

## Entry 2 Links to Critical Documents on School Website

Completed - Aug 1 2023

### Instructions

**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy**

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#);
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[\[1\]](#) Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Report when financials have been submitted in November.)

## Form for Entry 2 Links to Critical Documents on School Website

School Name: Rosalyn Yalow Charter School

**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item**

**4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy**

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the **link** from the school's website for each of the items:

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	<a href="https://yalowcharter.org/annual-report/"><u>https://yalowcharter.org/annual-report/</u></a>
2. Board meeting notices, agendas and documents	<a href="https://yalowcharter.org/board-meetings-2022-2023/"><u>https://yalowcharter.org/board-meetings-2022-2023/</u></a>
3. New York State School Report Card	<a href="https://data.nysed.gov/essa.php?year=2022&amp;instid=8000000083429"><u>https://data.nysed.gov/essa.php?year=2022&amp;instid=8000000083429</u></a>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<a href="https://yalowcharter.org/student-family-handbook/"><u>https://yalowcharter.org/student-family-handbook/</u></a>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	<a href="https://yalowcharter.org/district-wide-safety-plan/"><u>https://yalowcharter.org/district-wide-safety-plan/</u></a>
6. Authorizer-approved FOIL Policy	<a href="https://yalowcharter.org/about/board-of-trustees/foil-policy/"><u>https://yalowcharter.org/about/board-of-trustees/foil-policy/</u></a>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<a href="https://yalowcharter.org/about/board-of-trustees/foil-policy/"><u>https://yalowcharter.org/about/board-of-trustees/foil-policy/</u></a>

Thank you.



## Entry 3 Progress Toward Goals

Completed - Aug 1 2023

## Instructions

**Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## **Entry 3 Progress Toward Goals**

### **PROGRESS TOWARD CHARTER GOALS**

**Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 1, 2023.

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#### **1. ACADEMIC STUDENT PERFORMANCE GOALS**

**Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

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## 2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	75% of students who have attended the school for at least one year will score at Levels 3 or 4 on the New York State ELA exam.	NYS State Exams ELA/Math	Unable to Assess	N/A
Academic Goal 2	Students will outperform CSD 9 students by 10%, as measured by the percentage at Levels 3 and 4 in the same grades on the state ELA exam.	NYS State Exams ELA/Math	Unable to Assess	N/A
Academic Goal 3	Each year, each grade-level cohort of students will reduce by one half the gap between the percentage at Level 3 and 4 on the previous year's ELA exam and 75 percent at Level 3 and 4 on the current year's state ELA exam.	NYS State Exams ELA/Math	Unable to Assess	N/A

Academic Goal 4	75% of students who have attended the school for at least one year will score at Levels 3 or 4 on the New York State mathematics exam.	NYS State Exams ELA/Math	Unable to Assess	N/A
Academic Goal 5	Students will outperform CSD 9 students by 10%, as measured by the percentage at Levels 3 and 4 in the same grades on the state mathematics exam.	NYS State Exams ELA/Math	Unable to Assess	N/A
Academic Goal 6	Each year, each grade-level cohort of students will reduce by one half the gap between the percentage at Level 3 and 4 on the previous year's Math exam and 75 percent at Level 3 and 4 on the current year's state Math exam.	NYS State Exams ELA/Math	Unable to Assess	N/A
Academic Goal 7	75% of students who have attended the school for at least one year will score at Levels 3 or 4 on the New York State 4th grade science exam.	NYS State Exams ELA/Math	Unable to Assess	N/A

Academic Goal 8	Yalow students will outperform the local school district by 10%, as measured by the percentage at Levels 3 and 4 on the state 4th grade science exam.	NYS State Exams ELA/Math	Unable to Assess	N/A
Academic Goal 9	At the end of each year, the average percentile ranking will be at least 50% in reading and math.	CKLA/Singapore Math Assessment Data	Met	
Academic Goal 10	At the end of each year, 100% of students will have achieved their growth target in reading and math based on mean growth in the latest norming study for students starting in the same 10 point Rasch unit (RIT) block.	NWEA for Math STEP for Reading	Not Met	The school used more real time math data from daily internal assessments to determine where the real math deficiencies were after coming off of the pandemic.

## 2. Do have more academic goals to add?

No

## 4. ORGANIZATION GOALS

**For the 2022-2023 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.**

## 2022-2023 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Each year, the school will attain a status of "In Good Standing" under the state's Accountability system.			
Org Goal 2	K-3 students will improve their reading rate on the STEP assessment by the end of the year to the required benchmark or above.			
Org Goal 3	3-5 grades will display growth in their ability to comprehend complex texts as evidenced on the ELA state exam by surpassing district 7.			
Org Goal 4	Grade 3 will show marked improvement in their ability to understand and execute grade 3 math standards as evidenced by the math state exam by surpassing district 7.			

Org Goal 5	Grade 5 will show marked improvement in their ability to understand and execute grade 4 math standards as evidenced by the math state exam by surpassing district 7.			
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

**5. Do have more organizational goals to add?**

No

## 6. FINANCIAL GOALS

## 2022-2023 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

### 7. Do have more financial goals to add?

No

Thank you.

## Entry 3 Accountability Plan Progress Reports

Incomplete - Hidden from applicant

### Instructions

#### SUNY-Authorized Charter Schools ONLY- Complete Template and Upload to Epicenter

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal, **and** into the SUNY Epicenter document management system by September 15, 2023.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 4 - Audited Financial Statements

Completed - Oct 20 2023

#### Required of ALL Charter Schools

**ALL SUNY-authorized charter schools** must upload the financial statements and related documents in PDF format into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

**ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools** must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2023**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

**PLEASE NOTE:** This task appears as visible and optional task in the online portal until August 1 2023 but will be identified as a required task thereafter and due on November 1, 2023. This is a required task, and it is marked optional for administrative purposes only.

## **ROSALYN YALOW CHARTER SCHOOL - 06**

Filename: ROSALYN\_YALOW\_CHARTER\_SCHOOL\_-\_06\_P2DMfFH.pdf Size: 389.4 kB

### **Entry 4a – Audited Financial Report Template (SUNY)**

Incomplete - Hidden from applicant

#### **Instructions - SUNY-Authorized Charter Schools ONLY**

SUNY-authorized schools must download the Excel spreadsheet entitled “Audited Financial Statement Template” at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**.

**PLEASE NOTE:** This is a required task, and it is marked optional for administrative purposes only.

### **Entry 4b – Audited Financial Report Template (BOR/NYC/BOE)**

Completed - Oct 23 2023

#### **Instructions - Regents-Authorized Charter Schools ONLY**

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the [2022-2023 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2023**.

**Please complete one spreadsheet at the Education Corporation level and submit the same spreadsheet for each of the schools.**

**EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.**

**PLEASE NOTE:** This is a required task, and it is marked optional for administrative purposes only.

## **Rosalyn Yalow - 2023-audited-financial-report-template-nysed**

Filename: Rosalyn\_Yalow\_-\_2023-audited-fina\_dNAIP1h.xlsx Size: 2.1 MB

### **Entry 4c – Additional Financial Documents**

Completed - Oct 20 2023

**Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents and submit by **November 1, 2023**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a “federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold.”

1. Advisory and/or Management letter
2. Federal Single Audit
3. Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school<sup>[1]</sup>
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

<sup>[1]</sup> Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

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**PLEASE NOTE:** This is a required task, and it is marked optional for administrative purposes only.

## ROSALYN YALOW CHARTER SCHOOL - 06

Filename: ROSALYN\_YALOW\_CHARTER\_SCHOOL\_-\_06\_DzfqYol.pdf Size: 365.3 kB

### Entry 4d - Financial Contact Information

Completed - Oct 20 2023

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal by **November 1, 2023**.

### Form for "Financial Contact Information"

#### 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Alec Diacou	<a href="mailto:alec.diacou@yalowcharter.org">alec.diacou@yalowcharter.org</a>	347-735-5480

#### 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Shelby Stenson, CPA	<a href="mailto:ssenson@mmb-co.com">sstenson@mmb-co.com</a>	585-423-1860	8

#### 3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Maier, Markey, & Justic LLC, CPA	Peter Markey	2 Lyon Place, White Plains, NY, 10601	<a href="mailto:PMarkey@mmjlp.com">PMarkey@mmjlp.com</a>	914-644-9309	2

### Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Aug 1 2023



**SUNY-authorized charter schools** should download the [2023-2024 Budget and Quarterly Report Template and the 2023-2024 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due November 1, 2023.**

**Regents, NYCDOE, and Buffalo BOE authorized charter schools** should upload a copy of the school's FY22 Budget using the [2023-2024 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due November 1, 2023.**

The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## [RYCS FYE 6](#)

Filename: RYCS\_FYE\_6.30.2024\_BUDGET\_-\_prepar\_OCchVH9.pdf Size: 280.2 kB

## Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 1 2023

### Required of ALL Charter Schools

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2022-2023 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) is due on August 1, 2023. Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2022-2023 school year completes the form.**

Charter schools **must** submit the latest version of the form. Forms completed from past years will not be accepted.

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Trustee Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

### [Trustee Disclosure of Financial Interest Form - Michael Rosen](#)

Filename: Trustee\_Disclosure\_of\_Financial\_In\_zGZmeFC.pdf Size: 413.5 kB

### [Trustee Disclosure of Financial Interest Form - Ben Yalow](#)

Filename: Trustee\_Disclosure\_of\_Financial\_In\_CcB6DEA.pdf Size: 1.6 MB

### [Trustee Disclosure of Financial Interest Form - Sandra Hayes](#)

Filename: Trustee\_Disclosure\_of\_Financial\_In\_hQcH487.pdf Size: 519.0 kB

### [Trustee Disclosure of Financial Interest Form - Miguel Balbuena](#)

Filename: Trustee\_Disclosure\_of\_Financial\_In\_dg4BvGE.pdf Size: 462.2 kB

### [Trustee Disclosure of Financial Interest Form - Ross T Lyon](#)

Filename: Trustee\_Disclosure\_of\_Financial\_In\_4VPdyfG.pdf Size: 316.1 kB

### [Trustee Disclosure of Financial Interest Form - Gregoria Feliciano](#)

## [Trustee Disclosure of Financial Interest Form - Ivan Lee](#)

Filename: Trustee\_Disclosure\_of\_Financial\_In\_04PeBot.pdf Size: 1.7 MB

### Entry 7 BOT Membership Table

Completed - Aug 1 2023

## Instructions

### Required of ALL charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

### Entry 7 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

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#### Authorizer:

Who is the authorizer of your charter school?

Board of Regents

**1. 2022-2023 Board Member Information (Enter info for each BOT member)**

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
1	Miguel Balbuen a	miguelab albuena	Chair	Executive	Yes	3	09/01/2020	08/31/2023	11
2	Gregoria Feliciano		Vice Chair	Founding member	Yes	4	09/12/2022	08/31/2025	8
3	Michael Rosen		Trustee/ Member	founding member	Yes	3	09/01/2020	10/31/2022	5 or less
4	Lakiesha Howard		Secretary	NA	Yes	2	09/01/2021	7/10/2023	7
5	Sandra Hayes		Trustee/ Member	founding member	Yes	3	09/01/2020	8/31/2023	9
6	Ivan Lee		Trustee/ Member	founding member	Yes	4	09/01/2021	5/22/2023	8
7	Dr. Ross T. Lyon		Trustee/ Member		Yes	2	09/01/2020	8/31/2023	10
8	Ben Yalow		Treasurer	founding member	Yes	4	09/01/2021	8/31/2024	11
9					Yes				

**1a. Are there more than 9 members of the Board of Trustees?**

No

**2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES**

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2023	5
b.Total Number of Members Added During 2022-2023	0
c. Total Number of Members who Departed during 2022-2023	3
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

**3. Number of Board meetings held during 2022-2023**

11

**4. Number of Board meetings scheduled for 2023-2024**

14

**Total number of Voting Members on June 30, 2023:**

5

Total number of Voting Members added during the 2022-2023 school year:

0

Total number of Voting Members who departed during the 2022-2023 school year:

3

Total Maximum Number of Voting members in 2022-2023, as set by the board in bylaws, resolution, or minutes:

15

Total number of Non-Voting Members on June 30, 2023:

5

Total number of Non-Voting Members added during the 2022-2023 school year:

0

Total number of Non-Voting Members who departed during the 2022-2023 school year:

0

Total Maximum Number of Non-Voting members in 2022-2023, as set by the board in bylaws, resolution or minutes:

N/A

Thank you.

## Entry 8 Board Meeting Minutes

Completed - Aug 1 2023

### **Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY**

Schools must upload a complete set of monthly board meeting minutes (July 2022-June 2023), which should match the number of meetings held during the 2022-2023 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2023**.

### **[RYCH 22-23 meeting minutes](#)**

Filename: RYCH\_22-23\_meeting\_minutes.pdf Size: 963.5 kB

## Entry 9 Enrollment & Retention

Completed - Aug 1 2023

### **[Instructions for submitting Enrollment and Retention Efforts](#)**

#### **Required of ALL Charter Schools**

Describe the good faith efforts the charter school has made in 2022-2023 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2023-2024.

#### **\*SUNY-authorized charter schools**

The education corporation must include a plan for the charter to meet or exceed enrollment and retention targets established by the SUNY Trustees for students with disabilities, ELLs, and students who are eligible to participate in the FRPL program. See the [enrollment and retention target calculator](#) to find specific targets.

## Entry 9 Enrollment and Retention of Special Populations

## Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	<p>To recruit Economically Disadvantaged students, Rosalyn Yalow Charter School focuses its recruitment strategies on high needs neighborhoods in the Bronx. The specific strategy includes a combination of in-person outreach, community advertising and media, individual organizational appeals and information sessions and events. This year, RYCS targeted advertising and outreach to specific communities in the Bronx. The school offers at least 25 information sessions throughout the school community. In addition, the school continues to provide targeted support for families in completing and returning the lunch forms.</p>	<p>We will continue all outreach efforts to the left in the coming school year.</p>
English Language Learners	<p>To specifically recruit English Language Learners, Yalow makes posters, brochures and applications available in Spanish, Bengali. In addition, Yalow publishes advertisements in Spanish newspapers such as El Diario, and The Weekly Bengali.</p> <p>The Executive Director and staff also canvass neighborhoods with large non-English speaking populations to inform families about the school and support their efforts to enroll. Moreover, during information sessions, Yalow provides translation services in Spanish. In many cases, families opt to translate</p>	<p>We will continue to market in multiple languages in order to attract and enroll ELLs.</p>

	<p>for each other to ensure their community members have an optimal understanding of the school's program. Each year, we continue to encourage our current non-English families to share information about the school and the myriad of services we provide for ELL students and their families.</p>	
Students with Disabilities	<p>To specifically recruit students with disabilities, Yalow staff conducts Parent Workshops at Head Start programs in CSD #9 and CSD #7, including several with high concentrations of Special Education students. During all outreach efforts, Yalow staff shares details of the school's program for serving students with disabilities and integrating them fully into the school. We have also redoubled efforts with the CSE to review student referrals for IEPs in the time period required under federal law. We have demonstrated success in working with Students with Disabilities, and have added this information to our printed materials, website, and presentations.</p>	<p>We enroll similar percentages of SWD as our district for SWD enrollment. Going forward, we will continue to implement the strategies noted to the left to support the recruitment of SWD and work towards meeting the district.</p>



## Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	<p>RYCS strives to retain Economically Disadvantaged students by maintaining an inclusive environment in which all students are fully able to participate in school programs and extracurricular regardless of their family's ability to pay. Uniforms and supplies are provided for all families who cannot afford the expense, and no students are charged for activities, field trips, and special programs.</p>	<p>We are continuing to implement the strategies described on the left in the upcoming school year to promote retention for our ED students. We are especially focused on supporting this group as they return to school with social-emotional and academic needs after over a year of remote and hybrid learning.</p>
English Language Learners	<p>To retain ELL students, Yalow runs a full inclusion program with ELLs receiving language acquisition services within the general education classroom. To retain ELL students, Yalow runs a full inclusion program with ELLs receiving language acquisition services within the general education classroom.</p> <p>The school uses the Core Knowledge Language Arts program for grades K-5, which integrates phonics with story time and small group tutoring to create a balanced literacy program. We also use the STEP Literacy program to adapt our phonics and literacy instruction to meet the needs of individual ELL students through small group tutoring. In addition, in 2022-2023, we used the new Tiny Ivy phonics curriculum to help struggling k-2 students on Saturdays. The school employs two ELL instructors who</p>	<p>Our program for ELLs is well-developed and uses various strategies to promote engagement and retention for this population. This will contribute to strong retention for ELLs.</p>

	<p>push into classrooms during small group sessions to work with ELLs on an individual or group basis depending on each student's needs. In addition, we provide numerous opportunities for our ELL students to participate and succeed in special programs such as chess and fencing. This past year, 53% of the students on our national champion chess team were English Language Learners.</p> <p>Yalow follows all applicable laws in serving its ELL students, including student identification, annual notification to parents, reclassification to fluent English proficiency status following the annual NYSESLAT to determine ongoing eligibility, and evaluation of ELL programs.</p>	
Students with Disabilities	<p>To retain students eligible for special education services, Yalow employs seven special education teachers who push in to general education classrooms and provide small group support. In addition, based on the recommended program services on the Individualized Education Plans (IEPs), special education teachers may also pull students from non core classes to provide additional interventions. This highly inclusionary model is overseen by the Director of Special Education and Principal who regularly evaluate the efficacy of the program and engage in ongoing communication with families about student performance. The school uses the Core Knowledge Language Arts program for grades K-5, which integrates phonics with story time and small group tutoring</p>	<p>Similar to ED and ELLs, we have a robust program for supporting SWD at RYCS. We will continue implementing these strategies with fidelity in 2022-23. We anticipate that these strategies will continuously ensure SWD retention.</p>

to create a balanced literacy program. We also use the STEP Literacy program to adapt our phonics and literacy instruction to meet the needs of individual students with IEPs through small group instruction. The director of Special Education is responsible for developing an effective working relationship with CSE staff and educating them about our program for at risk students; maintaining all student records, including IEPs, in locked filing cabinets in the administrative office; and keeping an access log prior to releasing them to staff. We have also redoubled efforts with the CSE to review student referrals for IEPs in the time period required under federal law. In addition, we provide numerous opportunities for our students with disabilities to participate and succeed in special programs such as chess and fencing. This year 16% of the students on our national champion chess team are special education students.

## **Entry 10 – Teacher and Administrator Attrition**

Completed - Aug 1 2023

## **Form for "Entry 10 – Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation**

## A. TEACH System – Employee Clearance

### Required of ALL Charter Schools

Charter schools must ensure that all prospective employees<sup>[1]</sup> receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

#### 1. Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee-fingerprint-oct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

## B. Emergency Conditional Clearances

### Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

---

### Attestation

#### Responses Selected:

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

## Entry 11 Percent of Uncertified Teachers

Completed - Aug 1 2023

### Instructions

#### Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

## Entry 11 Uncertified Teachers

School Name:

# Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

## CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	5
Total Category A: 5 or 30% whichever is less	5.0

**CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.**

	FTE Count
i. Mathematics	
ii. Science	
iii. Computer Science	
iv. Technology	
v. Career and Technical Education	5
Total Category B: not to exceed 5	5.0

**CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS**

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	1
Total Category C: not to exceed 5	1.0

TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total	11

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	28

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	39



Thank you.

Entry 12 Organization Chart

Completed - Aug 1 2023

[Instructions](#)



## Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2022-2023 **Organization Chart**. The organization chart should be a graphic representation (A list will not be accepted.) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

### [Yalow Organization Chart 2022 - 2023](#)

Filename: Yalow\_Organization\_Chart\_2022\_-\_2023.pdf Size: 707.5 kB

## Entry 13 School Calendar

Completed - Aug 1 2023

[Instructions for submitting School Calendar](#)

### Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2023 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2023**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools "... *unless the school's charter requires more instructional time than is required under the regulations.*"

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month (also used to align to schools with extended days/years referenced in their mission statements/key design elements). See an example of a calendar showing the requested information. Schools **must** use a calendar format and ensure there is a monthly tally of instructional days.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### [RYCS 2023-2024 Calender](#)

Filename: RYCS\_2023-2024\_Calender.pdf Size: 186.5 kB

## Entry 14 Staff Roster

Completed - Aug 1 2023

### [INSTRUCTIONS](#)

### Required of Regents and NYCDOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees (all faculty and staff employed by the school during the 2022-2023 school year).

**Use of the 2022-2023 Annual Report Faculty/Staff Roster Template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required.**

**Reminders:** Please use the Notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Faculty/Staff Roster Template will result in a resubmission of a fully corrected roster.

Here is the complete list of data elements in the roster template and an explanation of what information is required to correctly complete this task.

Roster Data Elements	Explanations
Authorizer <b>NOTE: MUST BE DONE FIRST</b>	Select your school's authorizer from the <b>drop-down list first</b> , before completing the roster.
School Name and Institution ID	Select your school's name from the <b>drop-down list</b> .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.

TEACH ID	Enter the <b>7 digit TEACH ID</b> for the Faculty/Staff person.
Role in School	<b>Select</b> the best choice of role of the Faculty/Staff person from the <b>drop-down list</b> .
CPR/AED Certification Status	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Hire Date	Enter the date that the Faculty/Staff person was hired.
Start Date	Enter the date that the Faculty/Staff person actually began employment in this school.
Total Years' Experience in this Role	Enter Total Years of Experience that the Faculty/Staff person has in their current role.
Total Years at this School	Enter the Total Years that the Faculty/Staff person has been employed in this school.
Out-of-Certification Justification	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Subject Taught	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Notes	Optional

[Copy of faculty-staff-roster-template-2023 \(1\)](#)

Filename: Copy\_of\_faculty-staff-roster-temp\_GVRR4QR.xlsx Size: 22.0 kB

### Optional Additional Documents to Upload (BOR)

Incomplete

**ROSALYN YALOW CHARTER SCHOOL**

**BRONX, NEW YORK**

**AUDITED FINANCIAL STATEMENTS**

**AND**

**INDEPENDENT AUDITOR'S REPORT**

**JUNE 30, 2023**

**(With Comparative Totals for 2022)**



BUSINESS  
ADVISORS  
AND CPAS

## CONTENTS

<u>AUDITED FINANCIAL STATEMENTS</u>	<u>PAGE</u>
Independent Auditor's Report	3
Statement of Financial Position	5
Statement of Activities and Changes in Net Assets	6
Statement of Functional Expenses	7
Statement of Cash Flows	8
Notes to Financial Statements	9



BUSINESS  
ADVISORS  
AND CPAS

## INDEPENDENT AUDITOR'S REPORT

Board of Trustees  
Rosalyn Yalow Charter School

### **Report on the Audit of the Financial Statements**

#### **Opinion**

We have audited the accompanying financial statements of Rosalyn Yalow Charter School, which comprise the statement of financial position as of June 30, 2023, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the financial position of Rosalyn Yalow Charter School as of June 30, 2023, and the changes in its net assets and its cash flows for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

#### **Basis for Opinion**

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Rosalyn Yalow Charter School, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Change in Accounting Principle**

As discussed in Note A to the financial statements, in 2023, Rosalyn Yalow Charter School adopted new accounting guidance related to accounting for leases. Our opinion is not modified with respect to this matter.

#### **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Rosalyn Yalow Charter School's ability to continue as a going concern for one year after the date that the financial statements are available to be issued.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Rosalyn Yalow Charter School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Rosalyn Yalow Charter School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### **Report on Summarized Comparative Financial Information**

We have previously audited Rosalyn Yalow Charter School's June 30, 2022 financial statements, and expressed an unmodified audit opinion on those audited financial statements in our report dated October 26, 2022. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2022 is consistent, in all material respects, with the audited financial statements from which it has been derived.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated October 17, 2023 on our consideration of Rosalyn Yalow Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Rosalyn Yalow Charter School's internal control over financial reporting and compliance.

*Mengel, Metzger, Baw & Co. LLP*

Rochester, New York  
October 17, 2023

ROSALYN YALOW CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2023

(With Comparative Totals for 2022)

	June 30,	
	2023	2022
<u>ASSETS</u>		
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 6,360,256	\$ 4,273,958
Grants and other receivables	300,195	788,114
Prepaid expenses	90,048	85,188
TOTAL CURRENT ASSETS	6,750,499	5,147,260
<u>PROPERTY AND EQUIPMENT</u> , net	4,390,010	4,705,422
<u>OTHER ASSETS</u>		
Deposits	427,787	427,787
Cash in escrow	100,000	100,048
Right-of-use asset	28,377,108	-
TOTAL ASSETS	\$ 40,045,404	\$ 10,380,517
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 123,039	\$ 296,464
Accrued payroll and benefits	540,068	502,815
Current portion of lease liability	1,703,793	-
Deferred revenue	-	360,831
TOTAL CURRENT LIABILITIES	2,366,900	1,160,110
<u>OTHER LIABILITIES</u>		
Long-term lease liability	26,927,481	-
Deferred lease liability	-	127,083
	26,927,481	127,083
TOTAL LIABILITIES	29,294,381	1,287,193
<u>NET ASSETS</u>		
Without donor restrictions	10,749,023	9,093,324
With donor restrictions	2,000	-
TOTAL NET ASSETS	10,751,023	9,093,324
TOTAL LIABILITIES AND NET ASSETS	\$ 40,045,404	\$ 10,380,517

The accompanying notes are an integral part of the financial statements.

ROSALYN YALOW CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2023  
(With Comparative Totals for 2022)

	Year ended June 30, 2023			Year ended June 30, 2022
	Without Donor Restrictions	With Donor Restrictions	Total	
Operating revenue and support:				
State and local per pupil				
Operating revenue	\$ 8,730,220	\$ -	\$ 8,730,220	\$ 8,815,249
NYC DOE Rental Assistance	2,340,482	-	2,340,482	2,353,401
Federal grants	2,092,675	-	2,092,675	2,312,481
State grants	173,457			
TOTAL OPERATING REVENUE AND SUPPORT	13,336,834	-	13,336,834	13,513,576
Expenses:				32,445
Program:				
Regular education	7,927,576	173,457	7,927,576	7,912,658
Special education	2,188,506	-	2,188,506	2,313,120
Management and general	1,622,082			1,171,891
TOTAL EXPENSES	11,738,164		11,738,164	11,397,669
SURPLUS FROM SCHOOL OPERATIONS	1,598,670	-	1,598,670	2,115,907
			1,622,082	
Support and other revenue:				
Contributions	4,952	2,000	6,952	-
Other revenue	8,686	-	8,686	
Loss on disposal of assets	-	-	-	(6,537)
Interest income	43,391			870
TOTAL SUPPORT AND OTHER REVENUE	- 57,029	2,000	59,029	33,877
CHANGE IN NET ASSETS	-1,655,699	2,000	1,657,699	2,144,117
Net assets at beginning of year	9,093,324			6,949,207
NET ASSETS AT END OF YEAR	\$ 10,749,023	\$ 2,000	\$ 10,751,023	\$ 9,093,324

The accompanying notes are an integral part of the financial statements.

-

9,093,324



ROSALYN YALOW CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2023

(With Comparative Totals for 2022)

	Year Ended June 30,						
	2023						2022
	Program Services			Supporting Services			Total
	No. of Positions	Regular Education	Special Education	Sub-total	Management and General	Sub-total	
Personnel services costs:							
Administrative staff personnel		\$ 430,562	\$ 123,195	\$	\$ 629,602	\$ 629,602	\$ 1,183,359
Instructional personnel	15		945,314				4,320,751
Non-instructional personnel	50	3,375,437	15,851	553,757		-	25,251
Total salaries and wages	69	3,801,572	1,084,360	4,320,751	629,602	629,602	5,605,534
Fringe benefits and payroll taxes			193,113	101,424	-	112,125	921,566
Retirement			11,577	4,975,932	112,125	6,722	778
Legal services		693,046		886,159	6,722	50,160	59,848
Accounting/Audit services		41,549		53,126	50,160	180,570	169,860
Other Purchased/Professional/Consulting Services			81,117	312,567	180,570	37,445	292,863
Building and Land Rent/Lease		231,450	508,195		37,445	295,069	2,651,726
Repairs and maintenance		1,823,809	20,723	2,332,004	295,069	12,032	381,831
Insurance		-	28,422	-	12,032	16,503	78,072
Supplies/Materials		74,372	28,985	95,095	16,503	-	299,363
Equipment/Furnishings		102,003		130,425	-	-	158,617
Staff development		129,632		158,617	2,937	2,937	131,925
Marketing/Recruitment			24,353		15,294		149,607
Technology		122,317	47,025	146,670	-	14,399	268,511
Food service		206,192	24,799	253,217	14,399		128,195
Student services		88,997	93,975	113,796	-	-	25,789
Office expense		4,959	31,444	5,878	-	41,525	33,895
Depreciation and amortization		74,363	89,699	88,138	41,525	51,931	5,878
Other		112,846		144,290	51,931	155,768	88,138
		<u>\$ 330,469</u>	<u>\$ 2,188,506</u>	<u>\$ 420,168</u>	<u>\$ 1,622,082</u>	<u>\$ 1,622,082</u>	<u>\$ 11,738,164</u>
		7,927,576	-	10,116,082			\$ 11,397,669
		-		-			

The accompanying notes are an integral part of the financial statements.

ROSALYN YALOW CHARTER SCHOOL

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2023  
(With Comparative Totals for 2022)

	<u>Year ended June 30,</u>	
	<u>2023</u>	<u>2022</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ 1,657,699	\$ 2,144,117
Adjustments to reconcile change in net assets to net cash provided from operating activities:		
Depreciation and amortization	472,099	377,420
Loss on disposal of property and equipment	-	6,537
Changes in certain assets and liabilities affecting operations:		
Grants and other receivables	487,919	(689,713)
Prepaid expenses	(4,860)	159,488
Deposits	-	400,137
Accounts payable and accrued expenses	(173,425)	75,901
Accrued payroll and benefits	37,253	(15,234)
Deferred revenue	(360,831)	348,392
Lease liabilities, net of right-of-use asset	<u>127,083</u>	<u>127,083</u>
NET CASH PROVIDED FROM OPERATING ACTIVITIES	<u>2,242,937</u>	<u>2,934,128</u>
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Purchases of property and equipment	<u>(156,687)</u>	<u>(3,697,942)</u>
NET CASH USED FOR INVESTING ACTIVITIES	<u>(156,687)</u>	<u>(3,697,942)</u>
NET INCREASE (DECREASE) IN CASH, CASH EQUIVALENTS AND RESTRICTED CASH	2,086,250	(763,814)
Cash, cash equivalents and restricted cash at beginning of year	<u>4,374,006</u>	<u>5,137,820</u>
CASH, CASH EQUIVALENTS AND RESTRICTED CASH AT END OF YEAR	<u>\$ 6,460,256</u>	<u>\$ 4,374,006</u>

The accompanying notes are an integral part of the financial statements.

## ROSALYN YALOW CHARTER SCHOOL

### NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023

(With Comparative Totals for 2022)

#### NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

##### The Charter School

Rosalyn Yalow Charter School (the “Charter School”) is an educational corporation that operates as a charter school in Bronx, New York. The Charter School engages its students in a process of inquiry. The students are equipped with the necessary skills to lead fulfilling personal and professional lives, including a developed sense of self, the ability to think in innovative and flexible ways, and the inspiration to make a positive impact on their community. On June 24, 2014 the Board of Regents of the University of the State of New York granted the Charter School a provisional charter valid for a term of five years and renewable upon expiration on June 30, 2020. On February 24, 2020, the Charter School was granted an extension of the provisional charter for an additional term of four years, renewable upon expiration on June 30, 2024.

##### Basis of accounting

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America.

##### Classification of net assets

To ensure observance of limitations and restrictions placed on the use of resources available to the Charter School, the accounts of the Charter School are maintained in accordance with the principles of accounting for not-for-profit organizations. This is the procedure by which resources are classified for reporting purposes into net asset groups, established according to their nature and purpose. Accordingly, all financial transactions have been recorded and reported by net asset group.

The assets, liabilities, activities and net assets of the Charter School are reported in the following self-balancing net asset groups:

##### *Net Assets Without Donor Restrictions*

Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The Board of Trustees has discretionary control to use these in carrying on operations in accordance with the guidelines established by the Charter School.

##### *Net Assets With Donor Restrictions*

Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. At June 30, 2023, the Charter School had \$2,000 in net assets with donor restrictions. At June 30, 2022, there were no net assets with donor restrictions.

##### Revenue recognition

Revenue from Exchange Transactions: The Charter School recognizes revenue in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) 2014-09, Revenue from Contracts with Customers, as amended. ASU 2014-09 applies to exchange transactions with customers that are bound by contracts or similar arrangements and establishes a performance obligation approach to revenue recognition. The Charter School’s State and local per pupil operating revenue qualifies as exchange transactions and the revenues are recognized over time.

ROSALYN YALOW CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

State and local per pupil revenue

The Charter School recognizes revenue as educational programming is provided to students throughout the year. The Charter School earns state and local per pupil revenue based on the approved per pupil tuition rate of the public school district in which the pupil resides. The amount received each year from the resident district is the product of the approved per pupil tuition rate and the full-time equivalent student enrollment of the School. Each NYS school district has a fixed per pupil tuition rate which is calculated annually by NYSED in accordance with NYS Education Law. Amounts are billed in advance every other month and payments are typically received in six installments during the year. At the end of each school year, a reconciliation of actual enrollment to billed enrollment is performed and any additional amounts due or excess funds received are agreed upon between the Charter School and the district(s) and are paid or recouped. Additional funding is available for students requiring special education services. The amount of additional funding is dependent upon the length of time and types of services provided by the Charter School to each student, subject to a maximum amount based upon a set rate for each district as calculated by NYSED.

Rental assistance

Facilities rental assistance funding is provided by the New York City Dept of Education (NYCDOE) to qualifying charter schools located in the five boroughs of NYC. In order to receive rental assistance funding, a charter school must have commenced instruction or added grade levels in the 2014-15 school year or thereafter, and go through a space request process with the NYCDOE. If NYCDOE is not able to provide adequate space, the charter school can become eligible for rental assistance. Rental assistance is calculated as the lesser of 30% of the per-pupil tuition rate for NYC times the number of students enrolled, or actual total rental costs. As rental assistance is based on the number of students enrolled, revenue is recognized throughout the year as educational programming is provided to students.

The following table summarizes contract balances at their respective statement of financial position dates:

	June 30,		
	2023	2022	2021
Contracts receivable	\$ 4,196	\$ 16,481	\$ 29,428
Deferred revenue	-	360,831	12,439

Contributions (Fundraising)

The Charter School recognizes contributions when cash, securities or other assets, an unconditional promise to give, or a notification of a beneficial interest is received. Conditional promises to give, that is, those with a measurable performance or other barrier, and a right of return, are not recognized until the conditions on which they depend have been substantially met.

ROSALYN YALOW CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Grant revenue

Some of the Charter School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Charter School has incurred expenditures in compliance with specific contract or grant provisions. Certain grants are subject to audit and retroactive adjustments by its funders. Any changes resulting from these audits are recognized in the year they become known. Qualifying expenditures that have been incurred but are yet to be reimbursed are reported as grants receivable in the accompanying statement of financial position and amounted to \$295,599 and \$771,663 at June 30, 2023 and 2022, respectively. Amounts received prior to incurring qualifying expenditures are reported as deferred revenue in the accompanying statement of financial position. The Charter School received cost-reimbursement grants of approximately \$1,573,000 that have not been recognized at June 30, 2022, because qualifying expenditures have not yet been incurred. There were no cost reimbursement grants that weren't recognized at June 30, 2023.

Cash, cash equivalents and cash in escrow

Cash and cash equivalents balances include demand deposit accounts and certain money market accounts, and are maintained at financial institutions located in New York and are insured by the Federal Deposit Insurance Corporation up to \$250,000 at each institution. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Charter School has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash and cash equivalents.

The Charter School maintains cash in an escrow account in accordance with the terms of its charter agreement. The agreement requires \$25,000 be placed in escrow each of the first three years of operations and a balance of \$75,000 be maintained to fund any audit and legal expenses incurred should the Charter School cease operations and dissolve. Upon the renewal of the provisional charter on February 24, 2020, the required balance of the escrow increased to \$100,000 to be funded by December 31, 2021. The amount in escrow was \$100,000 and \$100,048 at June 30, 2023 and 2022, respectively.

Cash and cash equivalents and cash in escrow at June 30, 2023 and 2022 consisted of the following:

	June 30,	
	2023	2022
Cash and cash equivalents	\$ 6,360,256	\$ 4,273,958
Cash in escrow	100,000	100,048
	<u>\$ 6,460,256</u>	<u>\$ 4,374,006</u>

ROSALYN YALOW CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Grants and other receivables

Grants and other receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2023 or 2022.

Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization are computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to fifteen years. Leasehold improvements are being amortized over the term of the lease.

Deposits

Deposits are made up of payments made to third parties in connection with facility lease agreements.

Contributed goods and services

The Charter School received transportation services, a nurse, speech therapist, occupational therapist, physical therapist, food supplies and services and lease assistance from the local district. The Charter School was unable to determine a value for these services. There were no donated property or equipment at June 30, 2023 and 2022.

In-kind contributions

Gifts and donations other than cash are recorded at fair market value at the date of contribution.

Tax exempt status

The Charter School is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code and applicable state regulation and, accordingly, is exempt from federal and state taxes on income.

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2020 through June 30, 2023 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing and recruiting costs approximated \$268,500 and \$420,100 for the years ended June 30, 2023 and 2022, respectively.

Use of estimates in the preparation of financial statements

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

ROSALYN YALOW CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Leases

The Charter School leases its facility and determines if an arrangement is a lease at inception. Operating leases are included in operating lease right-of-use (ROU) assets, other current liabilities, and other liabilities on the accompanying statement of financial position.

ROU assets represent the Charter School's right to use an underlying asset for the lease term and lease liabilities represent the obligation to make lease payments arising from the lease. Operating lease ROU assets and liabilities are recognized at commencement date based on the present value of lease payments over the lease term. As most of the leases do not provide an implicit rate, the Charter School uses a risk-free rate based on the information available at commencement date in determining the present value of lease payments. The operating lease ROU asset also includes any lease payments made and excludes lease incentives. The lease terms may include options to extend or terminate the lease when it is reasonably certain that the Charter School will exercise that option. Lease expense for operating lease payments is recognized on a straight-line basis over the lease term.

The Charter School's lease agreements do not contain any material residual value guarantees or material restrictive covenants.

In evaluating contracts to determine if they qualify as a lease, the Charter School considers factors such as if the Charter School has obtained substantially all of the rights to the underlying asset through exclusivity, if the Charter School can direct the use of the asset by making decisions about how and for what purpose the asset will be used and if the lessor has substantive substitution rights. This evaluation may require significant judgment.

Adoption of new accounting standard – leases

In February 2016, the FASB issued a new standard related to leases to increase transparency and comparability among entities by requiring the recognition of ROU assets and lease liabilities on the statement of financial position. Most prominent among the changes in the standard is the recognition of ROU assets and lease liabilities by lessees for those leases classified as operating leases under current U.S. GAAP. For nonpublic entities, the FASB voted on May 20, 2020, to extend the guidance in this new standard to be effective for fiscal years beginning after December 15, 2021, and interim periods within fiscal years beginning after December 15, 2022. The Charter School adopted ASC 842 with the date of initial application of July 1, 2022.

The Charter School recognized and measured leases existing at July 1, 2022 (the beginning of the period of adoption) through a cumulative effect adjustment, with certain practical expedients available. Lease disclosures for the year ended June 30, 2022 are made under prior lease guidance in FASB ASC 840.

As part of the adoption of ASC 842, the Charter School elected practical expedients to account for the existing capital leases and operating leases as finance leases and operating leases, respectively, under the new guidance, without reassessing (a) whether the contracts contain leases under the new standard; (b) whether classification of capital leases or operating leases would be different in accordance with the new guidance; or (c) whether the unamortized initial direct costs before transition adjustments would have met the definition of initial direct costs in the new guidance at lease commencement.

ROSALYN YALOW CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

As a result of the adoption of the new lease accounting guidance, the Charter School recognized on July 1, 2022 beginning of the year of adoption a lease liability of \$30,286,754, which represents the present value of the remaining operating lease payments of \$36,906,250, discounted using the Charter School's risk free rate of 2.88%, and a right-of-use asset of \$30,286,754.

New accounting pronouncement - credit losses

In June 2016 the FASB issued ASU 2016-13, "Financial Instruments – Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments" (ASU 2016-13), which requires entities to use a new impairment model referred to as the current expected credit losses (CECL) model rather than incurred losses. The new standard affects accounting for loans, accounts (trade) receivable, held-to-maturity debt securities, and other financial assets included in the scope. For non-public entities, the new standard is effective for fiscal years beginning after December 15, 2022, including interim periods within those fiscal years. The Charter School is currently evaluating the provisions of this standard to determine the impact the new standard will have on the Charter School's financial position or results of operations.

Comparatives for the year ended June 30, 2022

The financial statements include certain prior year summarized comparative information in total but not by net asset class or functional classification. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Charter School's financial statements for the year ended June 30, 2022, from which the summarized information was derived.

Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 17, 2023, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

NOTE B: LIQUIDITY AND AVAILABILITY

The Charter School regularly monitors liquidity required to meet its operating needs and other contractual commitments. The Charter School's main source of liquidity is its cash accounts.

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Charter School considers all expenditures related to its ongoing activities of teaching, and public service as well as the conduct of services undertaken to support those activities to be general expenditures.

In addition to financial assets available to meet general expenditures over the next 12 months, the Charter School operates with a balanced budget and anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources. Refer to the statement of cash flows which identifies the sources and uses of the Charter School's cash and shows positive cash generated by operations for fiscal years 2023 and 2022.



ROSALYN YALOW CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE B: LIQUIDITY AND AVAILABILITY, Cont'd

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following at June 30, 2023 and 2022:

	June 30,	
	2023	2022
Cash and cash equivalents	\$ 6,360,256	\$ 4,273,958
Grants and other receivables	300,195	788,114
Total financial assets available to management for general expenditures within one year	<u>\$ 6,660,451</u>	<u>\$ 5,062,072</u>

NOTE C: PROPERTY AND EQUIPMENT

Property and equipment consisted of the following:

	June 30,	
	2023	2022
Furniture and fixtures	\$ 434,396	\$ 421,641
Leasehold improvements	4,564,511	4,547,551
Office equipment	117,711	114,524
Computers and equipment	719,215	595,430
	5,835,833	5,679,146
Less accumulated depreciation and amortization	1,445,823	973,724
	<u>\$ 4,390,010</u>	<u>\$ 4,705,422</u>

ROSALYN YALOW CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE D: LEASES

In December 2020, the Charter School signed a lease with a third party for a new facility. This lease has a fifteen-year term with rent payments that commenced on July 1, 2021 through June 30, 2036. The annual rent shall increase approximately 5% every five years of the lease. Monthly rent expense is approximately \$208,000. Rent expense incurred under this lease for the years ended June 30, 2023 and 2022 was approximately \$2,627,000 and \$2,652,000, respectively.

A summary of operating lease right-of-use asset and liability at June 30, 2023 are as follows:

<u>Statement of Financial Position Classification</u>		
<u>Assets</u>		
Other assets	Right-of-use asset	<u>\$ 28,377,108</u>
<u>Liabilities</u>		
Current liabilities	Current portion of lease liability	\$ 1,703,793
Other liabilities	Long-term portion of lease liability	<u>26,927,481</u>
		<u>\$ 28,631,274</u>

The components of lease expense were as follows:

Operating lease cost	<u>\$ 2,627,083</u>
----------------------	---------------------

As of June 30, 2023, minimum payments due for lease liability for each of the five succeeding fiscal years and thereafter are as follows:

	<u>Operating leases</u>
2024	\$ 2,500,000
2025	2,500,000
2026	2,500,000
2027	2,625,000
2028	2,625,000
Thereafter	<u>21,656,250</u>
Total lease payments	34,406,250
Less: Interest	<u>(5,774,976)</u>
Present value of lease liabilities	<u>\$ 28,631,274</u>

ROSALYN YALOW CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE D: LEASES, Cont'd

Supplemental information:

Cash paid for amounts included in the measurement of lease liability:	
Operating cash flows paid for operating lease	\$ 2,500,000
Right-of-use assets obtained in exchange for new lease liability (non-cash):	
Operating lease	\$ 30,286,754
Weighted-average remaining lease term:	
Operating lease	13 years
Weighted-average discount rate:	
Operating lease	2.88%

NOTE E: CONTINGENCY

Certain grants and contracts may be subject to audit by funding sources. Such audits might result in disallowance of costs submitted for reimbursement by the Charter School. Management is of the opinion that such disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

NOTE F: CONCENTRATIONS

Approximately 1% and 2% of grants and other receivables are due from New York State agencies at June 30, 2023 and 2022, respectively. Approximately 99% and 98% of grants and other receivables are due from the federal government relating to certain grants at June 30, 2023 and 2022, respectively.

For the years ended June 30, 2023 and 2022, approximately 83% and 82%, respectively, of total operating revenue and support came from per-pupil funding and rental assistance provided by New York State through the New York City School District. The per-pupil rate is set annually by the State based on the school district in which the Charter School's students are located.

NOTE G: RETIREMENT PLAN

The Charter School sponsors a 401(k) retirement plan (the "Plan") for its employees. The Plan allows for the Charter School to make discretionary contributions to the Plan. The Charter School contributed approximately \$60,000 and \$1,000 to the Plan for the years ended June 30, 2023 and 2022, respectively.

NOTE H: FUNCTIONAL EXPENSES

The financial statements report certain categories of expenses that are attributed to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied. All expenses that are allocated to more than one program or supporting function are allocated on the basis of estimates of time and effort.

ROSALYN YALOW CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE I: NET ASSETS

Net assets without donor restrictions are as follows:

	June 30,	
	2023	2022
Undesignated	\$ 6,359,013	\$ 4,387,902
Invested in property and equipment	4,390,010	4,705,422
	<u>\$ 10,749,023</u>	<u>\$ 9,093,324</u>

Net assets with donor restrictions are as follows:

	June 30,	
	2023	2022
Fencing Program	<u>\$ 2,000</u>	<u>\$ -</u>

NOTE J: ACCOUNTING IMPACT OF COVID-19 OUTBREAK

In response to the COVID-19 outbreak, the Federal Government passed several COVID relief acts which include funding for elementary and secondary education. The Elementary and Secondary School Emergency Relief Fund (ESSER Fund) was established to award grants to state and local educational agencies. The Charter School has recognized \$1,587,933 and \$1,704,041 of revenue relative to ESSER grants during the years ended June 30, 2023 and June 30, 2022, respectively.

In response to the COVID-19 outbreak, the Federal Government passed several COVID relief acts which include funding for emergency connectivity. The Emergency Connectivity Fund (ECF Fund) was established to award grants to state and local educational agencies. The Charter School had recognized \$39,600 of revenue relative to ECF grants for the year ended June 30, 2022. There was no revenue recognized relative to ECF grants for the year ended June 30, 2023.

NOTE K: RENEWAL PROCESS

The Charter School is currently in the process of renewing its charter as granted by the New York State Board of Regents. The charter currently expires June 30, 2024. The renewal process includes review by New York State Department of Education (NYSED) of various operational and governance aspects, including fiscal health and internal controls, board governance, and academic performance. Upon review of the renewal application and results, NYSED will determine if the charter should be renewed and if so, for how long. Successful charter renewals can range from one to five years. At this time, management of the Charter School expects the charter to be renewed.

**ROSALYN YALOW CHARTER SCHOOL**

**BRONX, NEW YORK**

**SCHEDULES REQUIRED BY GOVERNMENT  
AUDITING STANDARDS AND THE UNIFORM  
GUIDANCE**

**AND**

**INDEPENDENT AUDITOR'S REPORTS**

**JUNE 30, 2023**



BUSINESS  
ADVISORS  
AND CPAS

## CONTENTS

<u>SCHEDULES REQUIRED BY GOVERNMENT AUDITING STANDARDS AND THE UNIFORM GUIDANCE</u>	<u>PAGE</u>
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	3
Independent Auditor's Report on Compliance for Each Major Federal Program; Report on Internal Control over Compliance; and Report on the Schedule of Expenditures of Federal Awards in Accordance with the Uniform Guidance	5
Schedule of Expenditures of Federal Awards	8
Schedule of Findings and Questioned Costs	10



BUSINESS  
ADVISORS  
AND CPAS

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED  
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS*

Board of Trustees  
Rosalyn Yalow Charter School

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Rosalyn Yalow Charter School, which comprise the statement of financial position as of June 30, 2023 and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended and the related notes to the financial statements and have issued our report thereon dated October 17, 2023.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Rosalyn Yalow Charter School's internal control over financial reporting (internal control) as a basis for designing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Rosalyn Yalow Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of Rosalyn Yalow Charter School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Rosalyn Yalow Charter School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed one instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings and questioned costs as item 2023-001.

### **Rosalyn Yalow Charter School's Response to Finding**

Rosalyn Yalow Charter School's response to the finding identified in our audit is described in the accompanying schedule of findings and questioned costs. Rosalyn Yalow Charter School's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

### **Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Mengel, Metzger, Barw & Co. LLP*

Rochester, New York  
October 17, 2023



INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;  
REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON THE SCHEDULE OF  
EXPENDITURES OF FEDERAL AWARDS IN ACCORDANCE WITH THE UNIFORM GUIDANCE

Board of Trustees  
Rosalyn Yalow Charter School

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited Rosalyn Yalow Charter School's compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Rosalyn Yalow Charter School's major federal programs for the year ended June 30, 2023. Rosalyn Yalow Charter School's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Rosalyn Yalow Charter School complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Rosalyn Yalow Charter School and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Rosalyn Yalow Charter School's compliance with the compliance requirements referred to above.

### ***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to Rosalyn Yalow Charter School's federal programs.

### ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Rosalyn Yalow Charter School's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance. Rosalyn Yalow Charter School's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Rosalyn Yalow Charter School's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Rosalyn Yalow Charter School's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Rosalyn Yalow Charter School's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### **Report on Internal Control Over Compliance**

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

#### **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of Rosalyn Yalow Charter School as of and for the year ended June 30, 2023, and have issued our report thereon dated October 17, 2023, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

*Mengel, Metzger, Barw & Co. LLP*

Rochester, New York  
October 17, 2023

ROSALYN YALOW CHARTER SCHOOL

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2023

	<u>Federal AL Number</u>	<u>Pass-through Grantor's Number</u>	<u>Total Federal Expenditures</u>
U.S. Department of Education:			
<u>Passed through New York State Education Department:</u>			
Title I - Grants to Local Educational Agencies	84.010	0021	\$ 291,427
Title IIA - Supporting Effective Instruction State Grant	84.367	0147	30,887
Title III, part A - English Language Acquisition	84.365	0293	13,974
Title IV- Student Support and Academic Enrichment Program	84.424	0204	22,778
 <u>Education Stabilization Funds -</u>			
ARP ESSER - American Rescue Plan - Elementary and Secondary School Emergency Relief	84.425U	5880	1,573,292
ARP ESSER HCY- American Rescue Plan - Elementary and Secondary School Emergency Relief - Homeless Children and Youth	84.425W	5218	<u>14,641</u>
 <i>Total Education Stabilization Funds</i>			<u>1,587,933</u>
 TOTAL U.S. DEPARTMENT OF EDUCATION			<u>1,946,999</u>
 TOTAL ALL PROGRAMS			<u>\$ 1,946,999</u>

ROSALYN YALOW CHARTER SCHOOL

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS, Cont'd

YEAR ENDED JUNE 30, 2023

NOTE A: BASIS OF PRESENTATION

The above schedule of expenditures of federal awards includes the federal grant activity of Rosalyn Yalow Charter School and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

NOTE B: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following, as applicable, the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Rosalyn Yalow Charter School has elected not to use the 10 percent de minimus indirect cost rate allowed under the Uniform Guidance.

ROSALYN YALOW CHARTER SCHOOL

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED JUNE 30, 2023

SUMMARY OF AUDITOR'S RESULTS

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Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness (es) identified? \_\_\_\_\_ yes   x   no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? \_\_\_\_\_ yes   x   none reported

Noncompliance material to financial statements noted?   x   yes \_\_\_\_\_ no

Federal Awards

Internal control over major programs:

- Material weakness (es) identified? \_\_\_\_\_ yes   x   no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? \_\_\_\_\_ yes   x   none reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? \_\_\_\_\_ yes   x   no

Identification of major program:

*AL Number:*

84.425U & 84.425W

*Name of Federal Program or Cluster:*

ARP ESSER & ARP ESSER HCY

Dollar threshold used to distinguish between type A and type B programs:

  \$750,000  

Auditee qualified as low-risk auditee? \_\_\_\_\_ yes   x   no

ROSALYN YALOW CHARTER SCHOOL

SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Cont'd

YEAR ENDED JUNE 30, 2023

FINDINGS – FINANCIAL STATEMENT AUDIT

**Finding 2023-001**

*Statement of condition*

During our audit, we noted the Charter School did not adhere to the terms of their charter agreement as the Charter School's enrollment fell below 85% of the projected enrollment for the 2022-2023 academic year and written approval from NYSED was not obtained.

*Criteria and effect of conditions*

During our audit, we noted the Charter School's charter agreement requires the Charter School to obtain written approval from NYCDOE prior to commencing or continuing instruction when the total number of students enrolled is less than 85% of the projected enrollment for a given academic year. We noted the Charter School's enrollment was 82% of the projected enrollment for the 2022-2023 academic year.

*Recommendation*

We recommend the Charter School obtain written approval from NYSED if enrollment falls below 85% of projected enrollment for a given academic year.

*Management response*

The Charter School has been in communication with NYSED about its enrollment. The school begins each year with enrollment above 85%. Targeted recruitment of at-risk students, including homeless students, is a strong Rosalyn Yalow commitment. Rosalyn Yalow serves a large population of homeless students. In 2022-2023, 88 of Yalow's K-5 student families (19.3%) were classified as homeless, including 21 migrant students living in shelters. As these families search for better jobs and permanent housing, there is high student turnover. The school works to backfill students throughout each school year.

FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD PROGRAMS AUDIT

None.

SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS

None.

**RYCS**  
**Draft Budgets under various assumptions**  
**For FYE 6/30/2024**

	<b><u>FYE 6/30/2024</u></b> <b><u>Draft Budget</u></b>	<b><u>Breakeven Enrollment</u></b> <b><u>before depreciation</u></b> <b><u>FYE 6/30/2024</u></b>
ENROLLMENT	435	510
NUMBER OF CLASSES	17	18
ASSUMED INFLATION RATE	8%	8%
PER PUPIL RATE	\$18,214	\$18,214
REVENUE		
	\$ 7,923,090	\$ 9,289,140
Special Education Revenue	926,000	1,051,000
Other State Revenue - Facility Allowance	2,376,927	2,786,742
<b>TOTAL REVENUE FROM STATE SOURCES</b>	<b>11,226,017</b>	<b>13,126,882</b>
	80,000	80,000
	359,000	409,000
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>	<b>439,000</b>	<b>489,000</b>
	22,680	22,680
	12,000	12,000
	32,000	32,000
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>	<b>66,680</b>	<b>66,680</b>
<b>TOTAL REVENUE</b>	<b>11,731,697</b>	<b>13,682,562</b>
EXPENSES		
Executive Management	365,695	365,695
Academic Administrative Personnel	573,000	573,000
Administrative and Operations Staff	598,000	598,000
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>1,536,695</b>	<b>1,536,695</b>
<b>INSTRUCTIONAL PERSONNEL COSTS</b>		
Teachers - Regular	3,498,000	3,723,000
Teachers - SPED	164,000	249,000
Specialty Teachers	1,223,000	1,223,000
Aides	159,000	159,000
Therapists & Counselors	45,000	45,000
Other - Staffing	115,560	115,560
<b>TOTAL INSTRUCTIONAL</b>	<b>5,204,560</b>	<b>5,514,560</b>
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	<b>6,741,255</b>	<b>7,051,255</b>
	573,007	599,357
	576,500	601,400
	50,000	52,000
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>	<b>1,199,507</b>	<b>1,252,757</b>
<b>TOTAL PERSONNEL SERVICE COSTS</b>	<b>7,940,762</b>	<b>8,304,012</b>



**RYCS**  
**Draft Budgets under various assumptions**  
**For FYE 6/30/2024**

	<b><u>FYE 6/30/2024</u></b> <b><u>Draft Budget</u></b>	<b><u>Breakeven Enrollment</u></b> <b><u>before depreciation</u></b> <b><u>FYE 6/30/2024</u></b>
<b>CONTRACTED SERVICES</b>		
Accounting / Audit	205,000	205,000
Legal	43,200	43,200
Payroll Services	17,000	17,000
Special Ed Services	21,600	21,600
Other Purchased / Professional / Consulting	393,000	393,000
<b>TOTAL CONTRACTED SERVICES</b>	<b>679,800</b>	<b>679,800</b>
	100,000	100,000
	133,000	155,000
Special Ed Supplies & Materials	5,000	5,000
Textbooks / Workbooks	113,000	113,000
Equipment / Furniture	10,000	10,000
Telephone	10,800	10,800
Technology	147,000	147,000
Student Testing & Assessment	65,000	68,800
Field Trips	75,000	75,000
Student Services - other	15,000	15,000
Office Expense	87,000	95,000
Staff Development	205,000	205,000
Staff Recruitment	166,000	194,500
Student Recruitment / Marketing	103,000	103,000
School Meals / Lunch	7,500	7,500
Travel (Staff Parking)	198,000	204,600
Fundraising ( AMY GAZLEY GRANT WRITING)	2,000	2,000
<b>TOTAL SCHOOL OPERATIONS</b>	<b>1,442,300</b>	<b>1,511,200</b>
<b>FACILITY OPERATION &amp; MAINTENANCE</b>		
Insurance	200,000	200,000
Janitorial	25,000	27,000
Cleaning	15,000	15,000
Building and Land Rent / Lease	2,500,000	2,786,742
Repairs & Maintenance	10,000	10,000
New Student Tablet/Uniform	28,800	49,500
Replace Chess Tablets	8,800	8,800
Security	87,000	87,000
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>2,874,600</b>	<b>3,184,042</b>
<b>TOTAL EXPENSES</b>	<b>12,937,462</b>	<b>13,679,054</b>
<b>NET SURPLUS BEFORE DEPRECIATION</b>	<b>\$ (1,205,765)</b>	<b>\$ 3,508</b>

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

---

**Name of Charter School Education Corporation:**

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

**Yes      No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

**Yes      No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

**Yes          No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

**Yes          No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest</b>	<b>Steps taken to avoid conflict of interest</b>

**Business Address:**

---

**E-mail Address:**

[REDACTED]

---

**Home Telephone:**

[REDACTED]

---

**Home Address:**

[REDACTED]

---

[REDACTED]

7/17/2023

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Ben Yalow

---

**Name of Charter School Education Corporation:**

Rosalyn Yalow Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board, Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.



6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

N/A

**Business Address:**

N/A

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

**Signature**

**Date**

2023-06-30

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

---

**Name of Charter School Education Corporation:**

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

**Yes      No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

**Yes      No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

**Yes          No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

**Yes          No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest</b>	<b>Steps taken to avoid conflict of interest</b>



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**Business Telephone:**

\_\_\_\_\_

**Business Address:**

\_\_\_\_\_

**E-mail Address:**

\_\_\_\_\_

**Home Telephone:**

\_\_\_\_\_

**Home Address:**

\_\_\_\_\_

**Signature**

\_\_\_\_\_

6/30/2023

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*



<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

---

**Name of Charter School Education Corporation:**

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

**Yes      No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

**Yes      No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

**Yes          No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

**Yes          No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

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- 
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**None**

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**Business Telephone:**

[REDACTED]

**Business Address:**

[REDACTED]

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED] NY 10461

**Signature**

7/14/23

**Date**

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last revised 04/2022

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Dr. Ross T. Lyon

---

**Name of Charter School Education Corporation:**

Rosalyn Yalow Charter School

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Member, Board of Trustees

Medical Director- Roslyn Yalow Charter School

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ **Yes** ☒ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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☒ **None**

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**Business Address:**

\_\_\_\_\_

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]

7/15/2023

**Signature**

**Date**

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last revised 04/2022

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Gregoria Feliciano

---

**Name of Charter School Education Corporation:**

Rosalyn Yalow Charter School

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Vice-Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

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☐ Yes ☒ No

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☒ **None**

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**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

**Signature**

**Date**

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*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Ivan Lee

**Name of Charter School Education Corporation:**

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee, Chair of Personnel Committee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

**No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

**No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.



4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

**No**

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**No**

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Page 3 of 5

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✓ **None**

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Page 4 of 5

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**Business Telephone:**

\_\_\_\_\_ 718-488-3497 \_\_\_\_\_

**Business Address:**

\_\_\_\_\_ One University Plaza \_\_\_ Brooklyn, NY 11201 \_\_\_\_\_

**E-mail Address:**

\_\_\_\_\_

**Home Telephone:**

\_\_\_\_\_

**Home Address:**

\_\_\_\_\_

**Signature Date**

\_\_\_\_\_

8/1/2023

Acceptable signature formats include:

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*last revised 04/2022*





# The Rosalyn Yalow Charter School

## Minutes

### Rescheduled July Board Meeting

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#### **Date and Time**

Tuesday July 26, 2022 at 6:30 PM

#### **Location**

4th floor cafeteria  
Rosalyn Yalow Charter School  
650 Grand Concourse, Bronx, NY 10451

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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.

---

#### **Trustees Present**

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

#### **Trustees Absent**

I. Lee, S. Hayes

#### **Guests Present**

5 Yalow charter parents (remote), A. Diacou (remote), Dan Pasek (remote), K. Smaw (remote)

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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 Jul 26, 2022 at 6:37 PM.

## **II. Chairman updates**

### **A. Update: Pasek Consulting contract**

B. Yalow made a motion to approve Pasek Consultant Services to engage in pre-merger discussions to seek potential merger partners effective 7/26/2022.

R. Lyon seconded the motion.

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

G. Feliciano made a motion to approve the updated April 28, 2022 By-Laws.

L. Howard seconded the motion.

Changes are as follows:

Board Members receive no compensation.

Remove Board meetings meet every 2nd Tuesday of the month to every 3rd Tuesday of the month.

Removal of Executive Director as a non-voting member of the Board of trustees.

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

## **III. Outstanding Items for Board approval**

### **A. Approve June 28, 2022 Board Minutes-Part II**

B. Yalow made a motion to approve the minutes from June Board Meeting–Part II on 06-28-22.

G. Feliciano seconded the motion.

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

### **B. Cancel or pay previously allocated bonuses for 2020–2021**

Tabled until August meeting.

### **C. 2022–2023 School Calendar**

B. Yalow made a motion to approve the start the school year on Tuesday, September 6, 2022. The first week being a hybrid model and the second week and going forward resume full in person classes.

G. Feliciano seconded the motion.

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

M. Balbuena made a motion to approve the down payment to Dwight Consulting Services for State required building expenditures.

G. Feliciano seconded the motion.

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

## **IV. Finance report**

### **A. FY2022–2023 cash forecast**

**Cash balances July 20, 2022: \$6,107,419** (includes PPP payment #1, Title I-IV payments for 2021–2022)

### **Revised budget, June 28, 2022**

- 390 students
- 16 classrooms
- student-teacher ratio 8:1
- Revenue: \$10,796,862
- 6/30/2023 deficit: **(\$1,031,527)**

**Year-end 2022–2023 remaining cash after Hayes construction costs paid: \$1,364,473.**

### **B. 2022–2023 new student applications**

130 families have completed enrollment applications for 2022–2023, including 97 kindergarten students, 15 1st-grade, 13 2nd-grade, and 5 siblings entering the 3rd and 5th grades.

#### **Back of envelop analysis:**

Starting point 6/30/22: 402

Students not returning: **(29)**

Students who might move: **(16)**

**15.2% attrition: (61) attrition calculated at 83% of completed return survey**

77% of 130 completed enrollment packets: 102

**Best-guess July 20: 398**

### **C. Go-No-Go Date for replacement of CHHS electrical switches**

Given the lead time required to order and install custom-made electric switches to support installation of HVAC units at CHHS, Yalow's board will need to make a final decision whether or not to spend the estimated \$1,025,000 no later than the September 20, 2022 board meeting.

Although the expenditure for replacement of CHHS electric switches is included in cash flow forecasts, a prospective merger partner may prefer to conserve the cash.

## **V. Principal report**

### **A. Year-end assessments (cycle 4)**

#### **Cycle 4 STEP Literacy results:**

- 32.5% of students meet or exceed grade-level benchmarks for Cycle 4.
- 68.3% of the students in the school are performing below grade level for Cycle 4.

#### **STEP Cycle 4 target expectations:**

- Kindergarten: STEP 3
- First: STEP 6



- Second: STEP 9
- Third: STEP 12
- Fourth: STEP 14
- Fifth: STEP 16

**Problem areas:**

- *Kindergarten students* are struggling with letter and sound ID, accuracy, and phonemic awareness (onset-rime and segmentation).
- 1st- and 2nd-grade students struggle with word solving while maintaining comprehension.
- 2nd- and 3rd-graders at STEP levels DNA 8 and 9, are challenged with retelling and comprehension.
- 4th- and 5th-grade students are challenged with reading stamina and comprehension with multiple characters and subplots, and are working on inferring nonfiction texts and understanding author's craft.

**Comparison with 2020–2021 STEP results:**

Year-over-year student performance improved 12% in 2021–2022 as compared with year-end 2020–2021.

As seen on pp 7-8, there is considerable grade to grade variability ranging from negative 3% growth for 3rd grade, to 26% growth in 1st grade and 33% growth in 5th grade.

- Yalow's strongest teachers have been in 1st-grade. We adopted Tiny Ivy curriculum for K-1 Saturday Academy curriculum.
- One of Yalow's current 5th-grade teachers has "looped" with students since 2nd grade.

**ELL student results:**

More than half of ELL students made more than 1 year of reading growth

**IEP student results:**

More than half of IEP students made more than 1 year of reading growth

**B. Other student assessments**

NWEA math assessment results will be available for August board meeting

DESA evaluations will be available for August board meeting.

**C. Update: Summer Boost Program**

Registered students: 96

Unique attendees: 73

Daily attendance: 60–64

## **Curriculum**

- Tiny Ivy for 24 k-2 students
- Springboard for 40 grades 3-5 students

## **D. Hiring**

Yalow is only hiring essential personnel.

## **E. Summer student family outreach**

Family events are being scheduled to invite students and families back to Yalow over the summer in order to reduce summertime student attrition among newly enrolled families in addition to current student families to support their return to Yalow in September.

- Montefiore School Health Program (MSHP) enrollment 7/13
- New student orientation 8/3 (includes uniform and iPad giveaway)
- MSHP enrollment 8/10
- School carnival 8/12
- other(s) TBD

Student recruitment continues.

## **VI. Executive Director Report**

### **A. Updates: major CHHS building issues impacting Yalow**

**Air conditioning will not be available prior to end of 2022–2023 school year.**

The draft critical path timeline for installation of HVAC attached, below, will be updated prior to board meeting.

Con Ed has scheduled a site inspection precedent to making its determination of specifications for power transmission to CHHS.

Three critical pieces of timeline dependent on:

1. Con Ed decision on delivery methodology for additional amperage to CHHS building to support HVAC
2. timing for the manufacture/delivery of new replacement electrical switches
3. Archdioceses approval for:
  - installation of dunnage
  - replacement of electrical switches in CHHS

Installation of dunnage on parapet to support HVAC compressors cannot proceed until Archdioceses approves a Request for Authorization.

### **B. Plans to downsize classrooms from 19 to 16**

One kindergarten classroom will be eliminated, reducing the number of kindergarten classrooms from 4 to 3 (97 students).

At this time, the official numbers of registered 1st- through 5th-grade students remains high because parents haven't yet submitted withdrawal forms and very few existing students have been enrolled by other NYC schools.

By September we will have a clearer picture of grade-by-grade enrollment in order to determine which two additional classrooms will be eliminated.

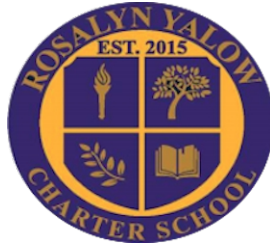
**Bottom line: 19 classrooms reduced to 16.**

## **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 8:24 PM.

Respectfully Submitted,  
L. Howard



# The Rosalyn Yalow Charter School

## Minutes

### Rescheduled August Board Meeting

---

#### **Date and Time**

Tuesday August 23, 2022 at 6:30 PM

#### **Location**

4th floor cafeteria  
Rosalyn Yalow Charter School  
650 Grand Concourse, Bronx, NY 10451

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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.

---

#### **Trustees Present**

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

#### **Trustees Absent**

R. Lyon

#### **Guests Present**

3 Yalow Parents (remote), A. Diacou, K. Smaw

---

### **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 Aug 23, 2022 at 6:43 PM.

## **II. Chairman updates**

### **A. Merger status**

South Bronx Charter School For International Cultures and Global Community Charter School are interested in a potential partnership with Rosalyn Yalow Charter School.

## **III. Outstanding Items for Board approval**

### **A. Approve July 26, 2022 Board Minutes**

B. Yalow made a motion to approve the minutes from Rescheduled July Board Meeting on 07-26-22.

G. Feliciano seconded the motion.

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

### **B. Cancel or pay previously allocated bonuses for 2020–2021**

To be discussed in Executive Session.

### **C. Approve technology replacements**

M. Rosen made a motion to approve.

B. Yalow seconded the motion.

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

### **D. Election of 1 Trustee**

M. Balbuena made a motion to approve 4th term for Gregoria Feliciano.

I. Lee seconded the motion.

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

## **IV. Finance report**

### **A. 2021–2022 audit**

Mengel Metzger Barr, the school's auditors, are completing their work on the June 30, 2022 audit report, and need a board decision on the status of the 2020–2021 bonuses being held in accounts payable.

### **B. FY2022–2023 cash forecast**

- Yalow ended the 2021–2022 year with \$4.1 million cash on hand (excluding reserves).
- For the coming year Yalow anticipates student enrollment to be around 400.
- Yalow will end 2022–2023 with less than \$1.8 million in cash after Hayes construction costs paid, which is insufficient to open the school in 2023–2024.,

Yalow will need to close at the end of the 2022–2023 school year or merge with another school.

### **C. 2022–2023 new student applications**

- 135 families have completed enrollment applications for 2022–2023.
- Back of envelop analysis: Starting point 6/30/22: 402 Students not returning
- (29) Students who might move
- (16) 15.2% attrition
- (61) attrition calculated at 83% of completed return survey 77% of 135 completed enrollment packets
- 104 Best-guess August 19: 400 Enrollment continues, including outreach to 9 migrant students recently bused to NYC from Texas.

## **V. Principal report**

### **A. Year-end NWEA assessments**

The NWEA scores for the Fall and Spring 2021-2022 school year provides averages that we can all see as positives.

#### Kindergarten

- Our Fall K-term average of 146 exceeds the national average of 140 and the fall standard of 144. (59% proficient)
- Our Spring K-term average of 152 did not meet the national average of 157 nor the standard of 162. (57.9 did not meet proficiency)

#### 1st grade

- First grade Fall term averaged 165 and surpassed the national average of 160, but did not meet the standard of 166 (52.5% proficient)
- First grade Spring term averaged 169, but did not meet the national average of 176, nor meet the standard of 184. (69.9% did not meet proficiency)

#### 2nd grade

- The 2nd grade Fall term average was 172 and fell short of meeting the national average of 175, and fell far below the standard of 180. (32% proficient)
- The 2nd grade Spring term average was 195 and surpassed the national average of 189, but barely fell below the standard of 196.

#### 3rd grade

- The 3rd grade Fall term average was 193 and exceeded the national average of 188; also, surpassed the standard of 191.
- The 3rd grade Spring term average was 207 and exceeded the national average of 201, and fell slightly below the standard of 203.

#### 4th grade

- The 4th grade Fall term average was 202 and surpassed the national average of 200, and fell just below the standard of 206. (42.9% proficient)
- The 4th grade Spring term average of 213 exceeded the national average of 211, and fell slightly below the standard 217.

#### 5th grade

- The 5th grade Fall term average of 217 surpassed the national average of 209, and fell just below the standard of 218. (59.3% proficient)
- The 5th grade Spring term average of 195 falls far short of the national average of 219, and misses the mark of the standard of 229. (50% proficient)

### **B.**

## **Hiring**

Yalow is only hiring essential personnel for 16 k-5 classrooms.

### **C. Summer student family outreach**

Family events are being scheduled to invite students and families back to Yalow over the summer in order to reduce summertime student attrition among newly enrolled families in addition to current student families to support their return to Yalow in September.

- Montefiore School Health Program (MSHP) enrollment 7/13
- New student orientation 8/3 & 8/4 (includes uniform and iPad giveaway) • school carnival & MSHP enrollment 8/12
- New student orientation 8/29

Home visits 8/19–8/26 Student recruitment continues.

## **VI. Executive Director Report**

### **A. Updates: major CHHS building issues impacting Yalow**

Emails (attached) were sent to parents and teachers stating that it will not be possible to complete the installation of our air-conditioning system before the end of the 2022–2023 school year. Completion of the project has run up against obstacles beyond the school's control.

1. The Catholic Archdioceses of New York, owner of the building we sublease at 650 Grand Concourse, has not given its consent to installation of steel dunnage on the rooftop, necessary to support the 11 HVAC compressors Yalow has purchased. The compressors are currently sitting in a warehouse while Yalow waits for approval to install them.

2. Cardinal Hayes High School (CHHS) is waiting for Con Edison's decision on when it will provide the building with additional power to run the new HVAC units for Yalow. To provide the additional power, CHHS needs to replace its 1940-era electrical switches. On August 18, 2022, CHHS informed Yalow that the school "would have to turn off all the electricity to the building for several days in order to remove hazardous material" from the existing electrical switch room used for Con Ed connections. this development means that CHHS cannot replace its electrical switches prior to summer 2023 without shutting down the entire school building.

Archdioceses is sending an engineer to the parapet areas where dunnage to support HVAC compressors will be installed.

## **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 8:22 PM.

Respectfully Submitted,

L. Howard

B. Yalow made a motion to adjourn the meeting.

G. Feliciano seconded the motion.

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

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### **Documents used during the meeting**

- Board Terms Dated 8.17.21.pdf
- Construction Cash Flow forecast\_081722.pdf
- NWEA Fall-Spring Comparison 2021-2022.pdf
- HVAC Update 8.10.22.pdf
- Mailchimp-Update: Air Conditioning.pdf
- Mailchimp-Actualización: Aire Acondicionado.pdf
- V. Buitenen Text 8.18.22.pdf





# The Rosalyn Yalow Charter School

## Minutes

### Monthly Board Meeting

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#### Date and Time

Tuesday September 20, 2022 at 6:30 PM

#### Location

4th floor cafeteria  
Rosalyn Yalow Charter School  
650 Grand Concourse, Bronx, NY 10451

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

#### Trustees Absent

*None*

#### Guests Present

A. Diacou, K. Smaw

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### I. Opening Items

A.

## **Record Attendance and Guests**

### **B. Call the Meeting to Order**

G. Feliciano called a meeting of the board of trustees of The Rosalyn Yalow Charter School to order on Tuesday Sep 20, 2022 at 7:05 PM.

## **II. Outstanding Items for Board approval**

### **A. Cancel or pay previously allocated bonuses for 2020–2021**

Approved at the September 11, 2022 Executive Session meeting.

### **B. Proposal to increase BAE budget**

Increase budget for Bronx Arts Ensemble (BAE) classes from \$164,230 to \$333,230 for the 2022–2023 academic year. This is an increase of \$169,000 from our June budget. During the COVID-19 pandemic, Yalow did not have violin classes. BAE informed the school they are finally able to provide violin instruction for 2022-2023, which is why we are asking for the budget increase at this time.

Violin instruction requires two instructors, rather than one instructor for each classroom of students. The increased budget will pay for 38 weeks of violin instruction for all 9 classrooms of 3rd, 4th, and 5th graders. This represents 3 violin classes per week for 9 classrooms—27 violin classes per week—enabling 3rd graders to become proficient violinists by 5th grade.

The hourly cost paid to BAE for their teaching artists remains unchanged at \$85/hour from 2021–2022. The proposed budget represents a substantial increase in weekly number of classes being taught, from 44 to 101—an increase in classes taught of 230%.

BAE's budget is based on the number of classes taught, not the number of students. Nothing has been agreed to. Leadership is making this proposal to the school board because violin instruction is one of the arts making Yalow unique among all public elementary schools.

If the proposal is denied, the school will offer only visual arts instruction.

S. Hayes made a motion to Approve.

R. Lyon seconded the motion.

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

#### **Roll Call**

M. Rosen	Aye
L. Howard	Aye
R. Lyon	Aye
B. Yalow	Aye
G. Feliciano	Abstain
I. Lee	Aye
M. Balbuena	Aye
S. Hayes	Aye

## **III. Finance report**

### **A. 2021–2022 audit**

Mengel Metzger Barr, the school's auditors, are completing their work on the June 30, 2022 audit report, and need a board decision on the status of the 2020–2021 bonuses being held in accounts payable.

#### **B. FY2022–2023 cash forecast**

**Unchanged from August 2022 report. Forecast won't change until 2022–2023 student enrollment numbers stabilize.**

- Yalow ended the 2021–2022 year with \$4.1 million cash on hand (excluding reserves).
- Yalow will end 2022–2023 with less than \$1.8 million in cash after Hayes construction costs paid, which is insufficient to open the school in 2023–2024.,

Yalow will need to close at the end of the 2022–2023 school year or merge with another school.

#### **C. 2022–2023 enrollment by grade**

461 students are registered to Yalow in official ATS enrollment (excluding students being pulled by other schools)

Of the 144 new families who completed enrollment applications for 2022–2023, 111 have been in attendance (78.7%).

See attached grade-by-grade attendance from September 16, 2022.

### **IV. Principal report**

#### **A. Attendance as of September 16, 2022**

##### **1st week attendance:**

Tuesday, September 6:	352	No school buses
Wednesday, September 7:	364	No school buses/Wednesday half day
Thursday, September 8:	383	No school buses
Friday, September 9:	382	No school buses

No Buses 1st week. Remote instruction was available. Students brought to school by their parents.

##### **2nd week attendance:**

Monday, September 12:	397	1st day of school buses
Tuesday, September 13:	423	
Wednesday, September 14:	373	Wednesday half day
Thursday, September 15:	420	
Friday, September 16	411	

Busing began on Monday, September 12.

Attendance includes 10 newly arrived migrant students, (primarily from Venezuela); kindergarten (1), 1st grade (6), 3rd grade (3).

#### **B. Hiring**

Yalow is only hiring essential personnel for 16 k-5 classrooms.

#### **C.**

## **2022–2023 student assessment calendar**

### **V. Executive Director Report**

#### **A. Updates: major CHHS building issues impacting Yalow**

**Air conditioning will not be available prior to summer 2023.**

**No update since August 18, 2022.**

Winston van Buitenen prepared the attached summary for Zubatkin Owner Representation LLC, which oversees Archdioceses properties requesting Zubatkin's help arranging a meeting with ConEd to relocate power distribution to the room adjacent to the existing CHHS electric switch room.

The architect representing the Archdioceses filed his inspection report about roof repairs and playground subsidence on September 13. No public information available.

### **VI. Closing Items**

#### **A. Adjourn Meeting**

S. Hayes made a motion to Adjourn.

R. Lyon seconded the motion.

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

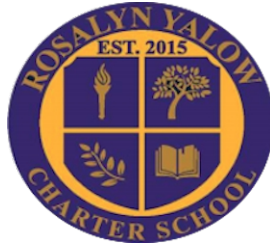
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:22 PM.

Respectfully Submitted,  
L. Howard

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### **Documents used during the meeting**

- Rosalyn Yalow Cost Analysis.pdf
- Yalow Proposal 22-23.pdf
- Construction Cash Flow forecast 9.7.22.pdf
- Attendance Breakdown 9.16.22.pdf
- Testing Schedule 2022-2023.pdf
- Electrical Panel Upgrade Summary.pdf



# The Rosalyn Yalow Charter School

## Minutes

### Rescheduled October Board Meeting

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#### **Date and Time**

Tuesday October 25, 2022 at 6:30 PM

#### **Location**

Zoom Link: <https://us06web.zoom.us/j/87218633995?pwd=V015OFYvL0cxMSsxTEZaZ2ZMRkxKZz09>

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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, I. Lee, L. Howard (remote), M. Balbuena, M. Rosen (remote), R. Lyon (remote)

#### **Trustees Absent**

S. Hayes

#### **Guests Present**

A. Diacou

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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 Oct 25, 2022 at 6:40 PM.

## **II. Items for Board approval**

### **A. Pro-rate previously allocated bonuses for 2020–2021**

### **B. Approve August 23, 2022 Board Minutes**

B. Yalow made a motion to approve the minutes from Rescheduled August Board Meeting on 08-23-22.

R. Lyon seconded the motion.

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

### **C. Approve September 20, 2022 Board Minutes**

B. Yalow made a motion to approve the minutes from Monthly Board Meeting on 09-20-22.

R. Lyon seconded the motion.

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

### **D. Review and approve annual audited financial statements**

B. Yalow made a motion to accept the June 30, 2022 Audited Financial Statements prepared by Mengel Metzger Barr &Co.

R. Lyon seconded the motion.

M. Balbuena requested that school leadership prepare a report outlining Yalow's core expenditures and variable expenditures to be presented at the November 15, 2023 Board Meeting.

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

#### **Roll Call**

G. Feliciano	Aye
M. Rosen	Aye
M. Balbuena	Abstain
L. Howard	Aye
B. Yalow	Aye
S. Hayes	Absent
I. Lee	Aye
R. Lyon	Aye

### **E. Election of Board Treasurer**

## **III. Finance report**

### **A. FY2022–2023 cash forecast**

Cash balances October 18, 2022: \$5,483,890.

**Remaining cash after Hayes construction costs paid: \$2,330,778 (excludes potential ARP for 2022–2023).**

*(includes updated electric switchgear estimate of \$1,500,000)*

**Forecast cash balances June 30, 2023: \$1,805,356.** This is the starting point for projecting school's financial viability in FY2023–2024.

#### **B. Revised Budget Estimates: 2023–2024**

As shown in the Executive Director Report, below, verified student enrollment is now 450 students.

Revised 2023–2024 forecasts have been prepared using enrollment of 440 students, 9% inflation, and staffing for 18 classrooms.

3.75% increase in 2023–2024 per pupil funding (\$18,294)

	<b>2022–2023</b>	<b>2023–2024</b>
Revenue:	<b>\$12,028,005</b>	<b>\$12,300,538</b>
6/30/2023 deficit:	<b>(\$126,936)</b>	<b>(\$649,678)</b>
<b>6/30/2023 ending cash:</b>	<b>\$ 1,805,356</b>	<b>\$ 1,155,779</b>

**Ending cash reflects increase in the cost of completing electrical switch room, now estimated at \$1.5 million.**

#### **C. Stress tests: June 30, 2024 cash forecast at 440, 420, and 400 students**

Starting cash, June 30, 2023: \$1,805,356.

	<b>2023–2024</b>	<b>2023–2024</b>	<b>2023–2024</b>
Students:	<b>440</b>	<b>420</b>	<b>400</b>
Revenue:	<b>\$12,300,538</b>	<b>\$11,824,894</b>	<b>\$11,319,250</b>
Year-end deficit:	<b>(\$649,578)</b>	<b>(\$1,125,222)</b>	<b>(\$1,630,866)</b>
Year-end cash:	<b>\$1,155,779</b>	<b>\$ 680,135</b>	<b>\$ 174,491</b>

**Ending cash reflects increase in the cost of completing electrical switch room, now estimated at \$1.5 million.**

### **IV. Principal report**

#### **A. Enrollment 2022–2023**

450 students have been enrolled.

First day of school was September 6, 2022.

- buses began Monday, September 12.
- official ATS enrollment is 450 students, as of October 18, 2022.

Beginning on Tuesday, October 11, attendance is being taken twice daily to capture those students who may be arriving late, and not being counted in daily attendance reports.

#### **B.**

## **2021–2022 NYS student assessment comparisons**

NYS aggregated 2022 ELA/Math scores were released on Monday, October 24.

- Yalow outperformed CSD7, CSD9, and the Bronx
- Yalow underperformed NYC in ELA and math
- Yalow almost tied NYS in math

## **V. Executive Director Report**

### **A. Updates: major CHHS building issues impacting Yalow**

**Air conditioning will not be available prior to summer 2023.**

Allcom Electric submitted a revised cost proposal to replace the 1930's-vintage electrical switches at CHHS: \$1,088,000.

Allcom's proposal includes several caveats that will raise cost estimates for this project. Until CHHS has further discussions with Allcom to verify bid parameters, **best-guess cost estimate is \$1.5 million.**

Among other considerations:

- Lead time for switchgear delivery is 40 weeks, which means that the earliest date for installation of HVAC is summer 2023.
- CHHS board will need to green light Allcom's proposal or Allcom will not hold their pricing.
- Chess board did not approve Allcom's proposal at their october baord meeting.

The architect representing the Archdioceses filed his inspection report about roof repairs and playground subsidence on September 13. No public information has been shared.

## **VI. Philadelphia Indemnity Insurance Company civil claim**

### **A. Civil action in U.S. District Court**

Friday, October 14, the school was served with a civil suit filed by the Philadelphia Indemnity Insurance Company, the liability carrier for Walker Memorial Baptist Church, Yalow's prior landlord.

The original "*slip and fall*" case was brought by Curtis Nash, Yalow's Dean of students (2016-2017), against Yalow and many other parties in September 2017. The case was settled out of court on November 23, 2021. Yalow was not found to be liable for damages. Refer to November 23, 2021 settlement email from Patrick M. Butler, with Maroney O'Connor LLP, Yalow's counsel for the Nash case. (Maroney O'Connor was hired and paid for by Traveler's, Yalow's insurance carrier at the time.)

Philadelphia is asking for \$750,000 restitution for its portion of a mediation settlement with Curtis Nash agreed to on November 23, 2021.



- Our attorney in the Bronx Supreme Court case, Patrick M. Butler, with Maroney O'Connor LLP, reviewed the filing and prepared the attached email history of the Nash settlement and subsequent federal action (10/18/22).
- Our insurance brokers, HUB International, notified Munich Reinsurance, our umbrella carrier in 2017, and Traveler's Insurance, Yalow's General Liability carrier in 2017 about the new claim.
- On Friday, October 22, Munich Re "assigned attorneys at Lewis Johs Avallone Aviles, LLP to protect the interest of Rosalyn Yalow..." in this **new** federal action.

In 2017 Munich Re provided Yalow with a \$5,000,000.00 excess liability insurance policy, which is sufficient to cover the potential \$750,000 liability.

## **VII. Executive Session**

### **A. Board went into Executive Session at 8:18 p.m.**

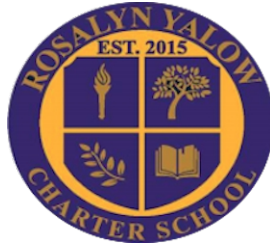
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:17 PM.

Respectfully Submitted,  
L. Howard

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## **Documents used during the meeting**

- ROSALYN YALOW CHARTER SCHOOL - 06.30.2022 - FS - DRAFT #1.pdf
- ROSALYN YALOW CHARTER SCHOOL - 06.30.2022 - SA - DRAFT #1 - Copy.pdf
- ROSALYN YALOW CHARTER SCHOOL - 06.30.2022 - RCL - DRAFT #1 - Copy.pdf
- Construction Cash Flow forecast\_101822.pdf
- Cash Balance forecast 10.18.22.pdf
- Daily Attendance Report 10-24-22.pdf
- Rosalyn Yalow Charter School 2022-23 NYS Assesment Results-CSD7 .pdf
- Rosalyn Yalow Charter School 2022-23 NYS Assesment Results-CSD9 .pdf
- Curtis Nash Settlement 11.23.21.pdf
- RE Philadelphia Insurance Civil Action Service 10.14.22.pdf
- RE Philadelphia Insurance Civil Action Service 10.14.22.pdf



# The Rosalyn Yalow Charter School

## Minutes

### Monthly Board Meeting

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#### **Date and Time**

Tuesday November 15, 2022 at 6:30 PM

#### **Location**

4th floor cafeteria  
Rosalyn Yalow Charter School  
650 Grand Concourse, Bronx, NY 10451

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

#### **Trustees Absent**

L. Howard

#### **Guests Present**

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

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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 Nov 15, 2022 at 6:57 PM.

## II. Items for Board approval

### A. Election of Board Treasurer

M. Rosen resigned effective October 31, 2022.

## III. Finance report

### A. FY2022–2023 cash forecast

Cash balances November 9, 2022: \$6,265,496.

**Remaining cash after Hayes construction costs paid: \$3,443,196 (excludes potential ARP for 2022–2023).**  
(includes updated electric switchgear estimate of \$1,500,000)

**Forecast cash balances June 30, 2023: \$1,805,356.** This is the starting point for projecting school's financial viability in FY2023–2024.

## IV. Principal report

### A. Enrollment 2022–2023

First day of school was September 6, 2022.

- buses began Monday, September 12.
- official ATS enrollment is 449 students, as of November 11, 2022.

	Week 1						Week 2				
	9/5	9/6	9/7	9/8	9/9	!!	9/12	9/13	9/14	9/15	9/16
Attendance:	NA	336	364	383	381	!!	397	423	373	420	411
	Week 3						Week 4				
	9/19	9/20	9/21	9/22	9/23	!!	9/26	9/27	9/28	9/29	9/30
Attendance:	411	423	382	419	401	!!	NA	367	392	414	403
	Week 5						Week 6				
	10/3	10/4	10/5	10/6	10/7	!!	10/10	10/11	10/12	10/13	
10/14											
Attendance:	416	400	376	426	411	!!	NA	419	377	428	
414											
	Week 7						Week 8				
	10/17	10/18	10/19	10/20	10/21	!!	10/24	10/25	10/26	10/27	10/28
Attendance:	422	419	397	427	414	!!	411	428	384	423	
388											

	Week 8						Week 9				
	10/31	11/1	11/2	11/3	11/4	!!	11/7	11/8	11/9	11/10	
11/11											
Attendance:	399	406	390	408	408	!!	415	NA	364	387	NA

Attendance is being taken twice daily—8:30 a.m. and 12:00 p.m.—to capture those students who may be arriving late, and not being counted in daily attendance reports.

## V. Executive Director Report

### A. Updates: major CHHS building issues impacting Yalow

CHHS sent Allcom a letter requesting additional bidding information necessary to evaluate Allcom Electric's October 12, 2022 bid and ascertain a total project cost for CHHS switch replacement.

Allcom's revised cost proposal of \$1,088,000 includes several caveats that will raise cost estimates for this project.

- **best-guess cost estimate is \$1.5 million.**

### B. Programmatic Expenditures Breakdown FY2019 v. FY2023

When the Yalow was reviewed for charter renewal in 2020, the attached snapshot of programmatic expenditures was included in our charter renewal application. The February 24, 2020 *Renewal Recommendations for Charter Schools Authorized by the Board of Regents, p.6 attached*, states, as follows:

- ***"RYCS appears to be in very good financial condition as evidenced by performance on key indicators derived from the school's independently audited financial statements."***

Since FY 2019, Yalow has shifted more money toward teachers (**45.2% today v. 35.7%** in FY2019), and spends fewer dollars on administration (**14.2% today v. 18.9%** in FY2023):

	FY 2019			FY2023		
Revenue	\$9,593,203	<b>100%</b>	!!	\$12,904,289	<b>100%</b>	
Rent	1,942,000	<b>20.2%</b>	!!	2,500,000	<b>20.7%</b>	
Administration	1,812,501	<b>18.9%</b>	!!	1,717,447	<b>14.2%</b>	
General Ed teachers	2,871,207	<b>29.9%</b>	!!	3,834,482	<b>31.7%</b>	
Special Ed/ELL teachers	507,874	<b>5.3%</b>	!!	1,055,513	<b>8.7%</b>	
BAE teaching artists	104,731	<b>0.5%</b>	!!	333,230	<b>2.8%</b>	

### C. Financial Transparency Report comparisons: 2019, 2020, 2021

Using public data prepared by NYSED for the 3 year period, 2019–2021, we are able to present per pupil expenditure comparisons and NYS student assessment outcomes for Yalow, NYS, and Yalow's two prospective merger partners, Global Community Charter School and South Bronx Charter School for International Cultures.

With 27.3% ELL students and 16.7% special ed students, Yalow expenditures per student and student outcomes compare very favorably to those for Global Community, South Bronx International, and NYS schools as a whole. The same formula for student funding applies equally to all NYC charter schools. *NYSED Financial Report comparisons for 2022 have not yet been published.*

**Key 2021 observations:**

- Yalow expenses per student were \$16,484 compared with the NYS average of \$23,468.
- Yalow's 2022 ELA/Math scores compare favorably with those for Global Community and South Bronx International (refer to attached bar charts)
- Yalow outperformed CSD7, CSD9, and Bronx schools
- Yalow underperformed NYC in ELA and math
- Yalow outperformed Global Community and South Bronx International in math and almost tied the NYS weighted average for grades 3–5

The February 24, 2020 *Renewal Recommendations for Charter Schools Authorized by the Board of Regents*, p.3, states: *"In general, proportionately more ELLs/MLLs reach English proficiency at RYCS in comparison to ELLs/MLLs attending NYC CSD 9 schools. In ELA, Yalow's ELL/MLL, SWD, and ED students tend to outperform students in schools with similar grade spans and demographics."*

In 2020, Education Commissioner Shannon Tahoe identified the Rosalyn Yalow Charter School as one of 582 high-achieving schools, writing: *"Recognition schools are those with high academic achievement and strong progress, that also **perform acceptably for all subgroups for which they are accountable...** Recognition schools like Rosalyn Yalow Charter School represent the very best in public education and are a testament to the hard work and dedication of your students, staff, and community."*

**VI. NYC Charter School Center analysis 2022 NYS assessment data**

**A. Assessment score comparisons: NYS v. NYC charters**

As per a correspondence from James D. Merriman, Chief Executive Officer, due to the lack of assessments in 2020, low number of test takers in 2021 and differences in the assessment format, we caution that the results from the 2022 assessments are not directly comparable to any other year; they better serve as a baseline for future years. Furthermore, noted that definitive comparisons between district and charter schools as to sector efficacy are difficult to make given differences in mission, enrollment structure and demographics. Any comparisons are meant to provide context and start conversations, not end them.

**VII. Closing Items**

**A. Adjourn Meeting**

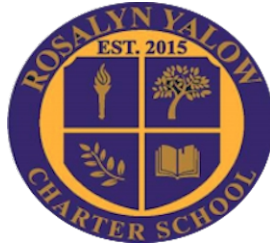
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:59 PM.

Respectfully Submitted,  
L. Howard

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### **Documents used during the meeting**

- Construction Cash Flow forecast\_110922.pdf
- Fwd FollowUp.pdf
- Yalow Programmatic Expenditures Breakdown FY 2022 - 2023.pdf
- Yalow Programmatic Expenditures Breakdown FY 2021–2022.pdf
- Programmatic Costs 2018-2019.pdf
- Copy-Yalow Pages from Regents Charter Renewal 3.2.20.pdf
- Financial Transparency Reports.pdf
- RYCS NYS\_ELA MATH\_2022 with Comps JP.pdf
- Per Pupil Expenditure Comparison Analysis Summary 11.14.22.pdf
- 2021 | ROSALYN YALOW CHARTER SCHOOL - Financial Transparency Report | NYSED Data Site.pdf
- 2021 | GLOBAL COMMUNITY CHARTER SCHOOL - Report Card | NYSED Data Site.pdf
- 2021 | SOUTH BRONX CHARTER SCHOOL - Financial Transparency Report | NYSED Data Site.pdf
- Comparison-State Assessment Scores & NYC Charter Schools.pdf



# The Rosalyn Yalow Charter School

## Minutes

### Monthly Board Meeting

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#### **Date and Time**

Tuesday December 20, 2022 at 6:30 PM

#### **Location**

4th floor cafeteria  
Rosalyn Yalow Charter School  
650 Grand Concourse, Bronx, NY 10451

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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, I. Lee (remote), L. Howard (remote), M. Balbuena (remote), R. Lyon (remote), S. Hayes

#### **Trustees Absent**

*None*

#### **Guests Present**

A. Diacou, K. Smaw

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### **I. Opening Items**

**A.**

## **Record Attendance and Guests**

### **B. Call the Meeting to Order**

G. Feliciano called a meeting of the board of trustees of The Rosalyn Yalow Charter School to order on Tuesday Dec 20, 2022 at 7:08 PM.

## **II. Items for Board approval**

### **A. Election of Board Treasurer**

M. Rosen resigned effective October 31, 2022. Position of Board Treasurer remains vacant.

Section 3.3 (c) of Yalow's Bylaws (approved by NYSED on June 25, 2019) proscribes the fiduciary duties for the Board Treasurer (excerpt was attached to meeting agenda).

M. Balbuena move the election of Treasurer to Executive Session.

## **III. Finance report**

### **A. Enrollment 2022–2023**

Thursday, December, 15 K. Smaw completed a classroom-by-classroom student check-in with teachers confirmed 444 enrolled students.

### **B. FY2022–2023 cash forecast**

Cash balances December 14, 2022: \$5,723,228.

**Remaining cash after Hayes construction costs paid: \$2,909,185 (excludes potential ARP for 2022–2023).**

**(includes** electric switchgear estimate of \$1.5 million)

We've been using a June 30, 2023 cash forecast of \$1,805,356 for the past several months. Many changes from those budget assumptions have occurred over that period of time, such as reductions in number of classrooms and hiring.

- The June 30 forecast will be updated in January using December 31, 2022 cash balances.

Given current enrollment of 445 students, it seems likely that the school will be financially secure through 2024–2025.

## **IV. Principal report**

### **A. Year-to-date attendance 2022–2023 (through December 12)**

**Average attendance rate: 86.0%**

**Perfect attendance: 50 students (11.2%)**

#### **Chronic Absentees by Grade:**

Kindergarten: 37 students out of 76 (48.7%)

1st grade: 27 students out of 73 (37.0%)



2nd grade: 33 students out of 85 (38.8%)  
 3rd grade: 17 students out of 74 (20.2%)  
 4th grade: 26 student out of 63 (41.3%)  
 5th grade: 22 students out of 75 (29.3%)

**Total: 162 students out of 446 (36.3%)**

Refer to Sunday, December 18, 2022 *NY Daily News*, article on New York City's chronic absenteeism and enrollment decline (attached).

First day of school was September 6, 2022.

- buses began Monday, September 12.

DAILY STUDENT ATTENDANCE											
Week 5						Week 6					
	10/3	10/4	10/5	10/6	10/7	!!	10/10	10/11	10/12	10/13	
<b>10/14</b>											
<b>Attendance:</b>	<b>416</b>	<b>400</b>	<b>376</b>	<b>426</b>	<b>411</b>	<b>!!</b>	<b>NA</b>	<b>419</b>	<b>377</b>	<b>428</b>	
<b>414</b>											
Week 7						Week 8					
	10/17	10/18	10/19	10/20	10/21	!!	10/24	10/25	10/26	10/27	10/28
<b>Attendance:</b>	<b>422</b>	<b>419</b>	<b>397</b>	<b>427</b>	<b>414</b>	<b>!!</b>	<b>411</b>	<b>428</b>	<b>384</b>	<b>423</b>	
<b>388</b>											
Week 8						Week 9					
	10/31	11/1	11/2	11/3	11/4	!!	11/7	11/8	11/9	11/10	
<b>11/11</b>											
<b>Attendance:</b>	<b>399</b>	<b>406</b>	<b>390</b>	<b>408</b>	<b>408</b>	<b>!!</b>	<b>415</b>	<b>NA</b>	<b>364</b>	<b>387</b>	<b>NA</b>
Week 10						Week 11					
	11/14	11/15	11/16	11/17	11/18	!!	11/21	11/22	11/23	11/24	
<b>11/25</b>											
<b>Attendance:</b>	<b>396</b>	<b>401</b>	<b>368</b>	<b>396</b>	<b>394</b>	<b>!!</b>	<b>397</b>	<b>394</b>	<b>319</b>	<b>NA</b>	<b>NA</b>
Week 12						Week 13					
	11/28	11/29	11/30	12/1	12/2	!!	12/5	12/6	12/7	12/8	12/9
<b>Attendance:</b>	<b>397</b>	<b>396</b>	<b>372</b>	<b>403</b>	<b>392</b>	<b>!!</b>	<b>408</b>	<b>404</b>	<b>365</b>	<b>403</b>	<b>399</b>
Week 14						Week 15					
	12/12	12/13	12/14	12/15	12/16	!!	12/19	12/20	12/21	12/22	
<b>12/23</b>											
<b>Attendance:</b>	<b>385</b>	<b>398</b>	<b>354</b>	<b>389</b>	<b>NA</b>	<b>!!</b>					

Attendance is being taken twice daily, 8:30 a.m. and 12:00 p.m., to capture those students who may be arriving late.

- B. Yalow commended school leadership on maintaining accurate and up to date student attendance records which confirms that the school has 56 more students than forecast in Yalow's 2022–2023 budget.
- The additional student are a huge financial boon to the school bottom line.
- It means that the school can afford to move forward with completion of the HVAC project.

- HVAC will make the school more attractive to prospective new parents, which helps to increase future enrollment.

B. Yalow also commended the 50 Yalow students (11.2%) with perfect attendance.

For the January Board Meeting, B. Yalow mentioned that the finance committee will update the 2022–2023 budget and June 30, 2023 cash forecasts using December 31, cash balances, current enrollment of 446 students, and monthly cash flow run rates using current staffing levels.

## **B. Parent engagement**

Several recent Yalow parent and student engagement events:

1. Parent-teacher-association engagement meeting, Saturday, December 17, 2022 (100 adults and children from 30+ families in attendance)
2. Chess-in-the Schools tournament Saturday, December 10, at MS386 (34 students from 25+ families)
3. Right Moves Chess tournament Sunday, December 5, at Riverbank State Park (23 from 20 families)
4. fencing tournament at Yalow, Saturday December 4 (10 students from 10 families)
5. math family visiting days December 12, 13, & 14
6. spirit week December 19–23
7. Wednesday food pantry coat giveaway for families in December (food, coats, and Metro cards distributed as requested)

## **V. Executive Director Report**

### **A. Updates: major CHHS building issues impacting Yalow**

Discussion topics from December 15, 2022 Hayes board meeting:

- November 29, 2022 letter to Hayes President, Michael Carey, from A. Diacou reviewed (attached). Letter outlines opportunity cost to Hayes (up to \$440,000 annually) from lower student enrollment at Yalow if electric switch room is not replaced by June 30, 2023.
- Hayes-Yalow cost-sharing proposal for electric switch room discussed
- mechanical engineer hired by Hayes to prepare "turnkey" specifications for electrical contractors to submit bids to replace electrical switch room and fully integrate Yalow HVAC units into Hayes electric grid

Hayes board postponed cost-sharing decision until bids for electrical switch room replacement and Yalow HVAC hook up are received.

Archdioceses has tabled its consent to roof repairs and installation of dunnage until they are assured the replacement of the electric switch room will move forward (contracts and cost-sharing agreements).

### **B. Programmatic Expenditures Breakdown FY2019 v. FY2023**

When the Yalow was reviewed for charter renewal in 2020, the attached snapshot of programmatic expenditures was included in our charter renewal application. The February 24, 2020 *Renewal Recommendations for Charter Schools Authorized by the Board of Regents, p.6 attached*, states, as follows:

- ***"RYCS appears to be in very good financial condition as evidenced by performance on key indicators derived from the school's independently audited financial statements."***

Since FY 2019, Yalow has shifted more money toward teachers (**45.2% today v. 35.7%** in FY2023), and spends fewer dollars on administration (**14.2% today v. 18.9%** in FY2019):

	FY 2019		FY2023 (390 students, 16 classrooms, 9% inflation)
Revenue	\$9,593,203	<b>100% !!</b>	\$12,904,289 <b>100%</b>
Rent	1,942,000	<b>20.2% !!</b>	2,500,000 <b>20.7%</b>
Administration	1,812,501	<b>18.9% !!</b>	1,717,447 <b>14.2%</b>
General Ed teachers	2,871,207	<b>29.9% !!</b>	3,834,482 <b>31.7%</b>
Special Ed/ELL teachers	507,874	<b>5.3% !!</b>	1,055,513 <b>8.7%</b>
BAE teaching artists	104,731	<b>0.5% !!</b>	333,230 <b>2.8%</b>

### C. Financial Transparency Report comparisons: 2019, 2020, 2021

Using public data prepared by NYSED for the 3 year period, 2019–2021, we are able to present per pupil expenditure comparisons and NYS student assessment outcomes for Yalow, NYS, and Yalow's two prospective merger partners, Global Community Charter School and South Bronx Charter School for International Cultures.

With 27.3% ELL students and 16.7% special ed students, Yalow expenditures per student and student outcomes compare very favorably to those for Global Community, South Bronx International, and NYS schools as a whole. The same formula for student funding applies equally to all NYC charter schools. *NYSED Financial Report comparisons for 2022 have not yet been published.*

#### Key 2021 observations:

- Yalow expenses per student were \$16,484 compared with the NYS average of \$23,468.
- Yalow's 2022 ELA/Math scores compare favorably with those for Global Community and South Bronx International (refer to attached bar charts)
- Yalow outperformed CSD7, CSD9, and Bronx schools
- Yalow underperformed NYC in ELA and math
- Yalow outperformed Global Community and South Bronx International in math and almost tied the NYS weighted average for grades 3–5

The February 24, 2020 *Renewal Recommendations for Charter Schools Authorized by the Board of Regents*, p.3, states: *"In general, proportionately more ELLs/MLLs reach English proficiency at RYCS in comparison to ELLs/MLLs attending NYC CSD 9 schools. In ELA, Yalow's ELL/MLL, SWD, and ED students tend to outperform students in schools with similar grade spans and demographics."*

In 2020, Education Commissioner Shannon Tahoe identified the Rosalyn Yalow Charter School as one of 582 high-achieving schools, writing: ***"Recognition schools are those with high academic achievement and strong progress, that also perform acceptably for all subgroups for which they are accountable... Recognition schools like Rosalyn Yalow Charter School represent the very best in public education and are a testament to the hard work and dedication of your students, staff, and community."***

#### **D. Open positions**

Unfilled positions:

- 2 general ed teacher-social workers
- 2 special ed teachers
- 2 administration
- 1 operations manager

#### **E. December chess team results**

34 Yalow students from 30 families competed in the Bronx Borough President's Day Chess-in-the-Schools tournament. Bronx Borough President Vennesa Gibson handed out individual and team trophies to many of Yalow's students.

Team results:

- 1st place among 11 teams, *Novice* section, for students with individual chess ratings greater 500 (beating 5 Success Academy schools)
- 1st place among 6 teams, *Rookie* section, for students with individual chess ratings under 500 (beating 6 Success Academy schools)
- 2nd place among 16 teams, Non-rated section, for new players who haven't yet earned an official USCF rating (placing ahead of 3 Success Academy schools and Icahn2)

Yalow chess camp takes place December 27–30 for students hoping to compete in the 55th Annual NYS Scholastic Chess Championships in Saratoga, NY, March 11-12.

### **VI. New Business**

#### **A. NYS Open Meetings Law**

A communication regarding the Open Meetings Law was attached to the agenda.

#### **B. R. Lyon requested that Dan Pasek (Pasek Consulting) provide the board with an end of contract strategic summary.**

In anticipation of submission of Rosalyn Yalow's Charter Renewal Application, D. Pasek suggested two options concerning Yalow's current Board Member composition:

1. If the Board chooses not to change its members, the Board should to begin writing the school's charter renewal application immediately. The application is very tough, and will take a great deal of time to complete.

2. Board replacement. Bring on a new Board from an established school that is well respected by NYSED.

- the new school board would be responsible for submitting Yalow's charter renewal application.
- B. Yalow should remain, since the school is named after his mother, Dr. Rosalyn Yalow. Ben will maintain continuity of the school's mission and vision.

R. Lyon made a motion to to provide a letter of commendation to school leadership for extraordinary efforts during the COVID-19 pandemic, and their work in reopening the school in its new location.

B. Yalow seconded the motion.

M. Balbuena asked to postpone the vote until a the letter of commendation is drafted and reviewed by Board Members.

The motion did not carry.

## **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 8:04 PM.

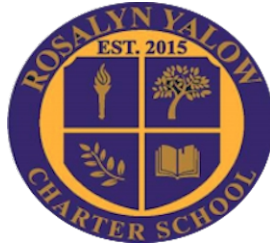
Respectfully Submitted,  
L. Howard

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## **Documents used during the meeting**

- By-laws Section 3.3c.pdf
- As enrollment drops and chronic absences plague NYC schools, Chancellor Banks outlines plans.pdf
- PTO Meeting 12.10.22.pdf
- Math Visiting day .pdf
- Yalow Pantry Flyer.pdf
- Rosalyn Yalow Spirit Week Winter 2022 gingerbread .pdf
- December 2022.pdf
- Michael Carey Letter 11.29.22.pdf
- Yalow Programmatic Expenditures Breakdown FY 2022 - 2023.pdf
- Yalow Programmatic Expenditures Breakdown FY 2021–2022.pdf
- Programmatic Costs 2018-2019.pdf
- Copy-Yalow Pages from Regents Charter Renewal 3.2.20.pdf
- Financial Transparency Reports.pdf
- RYCS NYS\_ELA MATH\_2022 with Comps JP.pdf
- Per Pupil Expenditure Comparison Analysis Summary 11.14.22.pdf
- 2021 | ROSALYN YALOW CHARTER SCHOOL - Financial Transparency Report | NYSED Data Site.pdf
- 2021 | GLOBAL COMMUNITY CHARTER SCHOOL - Report Card | NYSED Data Site.pdf

- 2021 | SOUTH BRONX CHARTER SCHOOL - Financial Transparency Report | NYSED Data Site.pdf
- Charter School Center Interpretation of Open Meetings Law.pdf



# The Rosalyn Yalow Charter School

## Minutes

### Monthly Board Meeting

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#### Date and Time

Tuesday February 21, 2023 at 6:30 PM

#### Location

4th floor cafeteria  
Rosalyn Yalow Charter School  
650 Grand Concourse, Bronx, NY 10451

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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.

---

#### Trustees Present

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

#### Trustees Absent

*None*

#### Guests Present

A. Diacou, K. Smaw

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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 Feb 21, 2023 at 6:36 PM.

## **II. Approve Board Minutes**

### **A. October 25, 2022 Board Minutes**

R. Lyon made a motion to postpone approving minutes until next Board Meeting.  
S. Hayes seconded the motion.  
The board **VOTED** to approve the motion.

### **B. November 15, 2022 Board Minutes**

R. Lyon made a motion to postpone approving minutes until next Board Meeting.  
S. Hayes seconded the motion.  
The board **VOTED** to approve the motion.

### **C. December 20, 2022 Board Meeting**

R. Lyon made a motion to postpone approving minutes until next Board Meeting.  
S. Hayes seconded the motion.  
The board **VOTED** to approve the motion.

### **D. Vote: teacher salary tiers for FY 2023–2024**

B. Yalow made a motion to approve the teacher salary tiers for FY 2023–2024.  
L. Howard seconded the motion.  
The board **VOTED** to approve the motion.

## **III. Finance report**

### **A. FY2022–2023 cash forecast**

**February 15, 2023 cash balances after adjustments: \$4,311,046**  
(e.g., title grants less estimated construction costs and monthly operating expenses)

Cash flow forecast includes hiring for currently unfilled positions and additional 2023-2024 positions. assumed to be filled February 1, 2023.

Given current enrollment of 444 students, it seems likely that the school will be financially secure through 2024–2025, and beyond.

### **B. Back-of-envelop FY2023–2024 budget scenarios (3)**

Using 9% for an inflation estimate, back of the envelop year-end cash forecasts:

3 enrollment scenarios: 435, 450, & 490 students, using 9% inflation.

1. 435 students, 17 classrooms
  1. Revenue:\$11,



2. 6/30/2024 deficit: **(\$2,094,484)**
3. 6/30/2024 ending cash: **\$2,772,425 (after adding back depreciation)**
2. 450 students, 17 classrooms
  1. Revenue: \$12,634,831 (decrease of \$630,640)
  2. 6/30/2024 deficit: **(\$1,664,311)**
  3. 6/30/2024 ending cash: **\$3,027,774 (after adding back depreciation)**
3. 490 students, 17 classrooms
  1. Revenue: \$10,728,593
  2. 6/30/2023 deficit: **(\$869,641)**
  3. 6/30/2024 ending cash: **\$3,822,444 (after adding back depreciation)**

**A detailed budget will be worked up in March once the board approves the 3-tiered salary structure for teachers.**

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

##### **A. 2023 Charter Renewal Application**

Yalow's Board needs to make a final decision on the 2023 Charter Renewal Application by February 2023.

- will Yalow's Board replace itself with another school board?
- does the Board intend to submit a Charter Renewal Application for the school in its current form?

On March 2, 2020, the NYS Board of Regents granted Rosalyn Yalow a 4-year charter renewal (attached) with the following commentary:

*"Rosalyn Yalow Charter School (RYCS) is meeting six and exceeding one out of the 10 benchmarks set forth in the Board of Regents Charter School Performance Framework. The school is approaching NYSED standards in the other three benchmarks."*

The three benchmarks where the Rosalyn Yalow was not meeting the Performance Framework were:

*Benchmark 6: Board Oversight and Governance*

*Benchmark 7: Organizational Capacity*

*Benchmark 10: Legal Compliance*

Mid-term site visit reports from 2018, 2019, and 2020 are attached for the Board's review. NYSED has consistently cited Benchmarks 6, 7, and 10 as areas of concern. Mid-term site visit reports from 2021 and 2022 have not been provided to the school, as yet, which is disconcerting.

M. Balbuena invited Board members to express their views. Discussion ensued.

M. Balbuena asked that the Board make its decision whether or not to apply for charter renewal as our own entity at the March 21 Board meeting.

A. Diacou noted that the primary reason for the Board's consideration of merging with another charter school was not Yalow's financial situation, but the fact that the school continually losses whole families when 5th graders are about to graduate from Yalow, and parents transfer the 2nd-, 3rd, and 4th-grade siblings of those graduates to the new k–8 school where the 5th grader is matriculating into. The

primary reason for pursuing a merger was stopping the bleed of students leaving for K–8 schools. this is still a reason for pursuing a merger.

K. Smaw asked the Board to consult the principal when an employee writes scathing comments to the Board about the school prior to rushing to judgement. She requested that the Board ask the principal about an employee's performance and not assume that the employee was a stellar performer and or that the employee's words are paramount. She also noted that while several teachers have left Yalow over the years, 4 teachers returned this past year. Since she will not speak publicly about any employee's performance she further requested that the Board not continue to have public discussions of employee complaints.

## B. NYSED Communication

- January 3, 2023 email from NYSED inquiring about the status of Yalow's stated plans to merge Yalow with another school (attached).
- January 12, 2023 response from Lisa Long to A. Diacou's request to obtain copies of the 2020–2021 and 2021–2022 NYSED Mid-term Site Visit Reports.

## C. Programmatic Expenditures Breakdown FY2019 v. FY2023

When the Yalow was reviewed for charter renewal in 2020, the attached snapshot of programmatic expenditures was included in our charter renewal application. The February 24, 2020 *Renewal Recommendations for Charter Schools Authorized by the Board of Regents, p.6 attached*, states, as follows:

- ***"RYCS appears to be in very good financial condition as evidenced by performance on key indicators derived from the school's independently audited financial statements."***

Since FY 2019, Yalow has shifted more money toward teachers (**45.2% today v. 35.7%** in FY2019), and spends fewer dollars on administration (**14.2% today v. 18.9%** in FY2019):

	FY 2019		FY2023	
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Using public data prepared by NYSED for the 3 year period, 2019–2021, we are able to present per pupil expenditure comparisons and NYS student assessment outcomes for Yalow, NYS, and Yalow's two prospective merger partners, Global Community Charter School and South Bronx Charter School for International Cultures.

With 27.3% ELL students and 16.7% special ed students, Yalow expenditures per student and student outcomes compare very favorably to those for Global

Community, South Bronx International, and NYS schools as a whole. The same formula for student funding applies equally to all NYC charter schools. *NYSED Financial Report comparisons for 2022 have not yet been published.*

#### **Key 2021 observations:**

- Yalow expenses per student were \$16,484 compared with the NYS average of \$23,468.
- Yalow's 2022 ELA/Math scores compare favorably with those for Global Community and South Bronx International (refer to attached bar charts)
- Yalow outperformed CSD7, CSD9, and Bronx schools
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#### **E. Replacement of CHHS electrical switches**

**No cost update. Completion date for replacement of Hayes electric switches not yet available.**

**No update from Archdiocese on approval for installation of rooftop dunnage to support 11 HVAC compressor units.** Archdiocese is waiting for final plans for replacement of electrical switches, including funding plan.

On January 26, 2023 Archdioceses approved hiring Lecce Engineering to prepare a contractor bid specifications sheet delineating engineering design and construction administration services. The scope of work covers electrical switchboard replacement and upgrade to a new 480 Volt- 3 Phase 1600Amp, and new 2500Amp, Con-Ed electrical utility service.

- work scope completion schedule is 6 weeks
- **Yalow working cost estimate is \$1.5 million.**

#### **F. Board contribution received**

\$2,250 from Ross Lyon and Peggy Shaughnessy.

### **V. Update: American Recovery Act (ARP)**

#### **A.**

### **Final allocation of American Recovery Plan (ARP) monies**

Rosalyn Yalow was awarded a \$2,268,141 ARP grant.

### **\$1,573,292 remainder of American Recovery Plan grant was deposited in Yalow's bank account on February 2.**

The ARP grant required that a minimum of 20% of Yalow's allocation of \$2,268,141 be used to address COVID-19 student learning losses.

- Yalow's approved 2022 ARP grant application dedicated \$300,000 to the completion of the HVAC system at Hayes.
- An FS10A revision request was submitted to NYSED on January 4, 2023 to revise the approved allocation of ARP grant funds by eliminating using ARP funds to complete the HVAC system.

Between August 2020 and July 2022 Yalow has spent \$2,268,141 (100%) of ARP proceeds to remediate student learning loss through the payment of Tier I & Tier II teacher salaries, along with reading interventionists, social workers, along with special education and ELL instructors.

### **Bottom line: ARP grant monies have allowed Yalow to over hire and reduce the student-teacher ratio from 11-to-1 to 8.7-to-1—an increase of 10.5 teachers.**

The 8.7-1 student teacher ratio excludes the 5 teaching artists (violin, chorus, and visual art) contracted through Bronx Arts Ensemble at a cost of \$330,000.

## **VI. New Business**

### **A. Discussion about the school leadership**

In responding to the Board Chairman's request for comments about our charter renewal, B. Yalow stated that the school's strength has been school leadership. K. Smaw has taken incredibly effective steps improving academics in a post-pandemic era, and A. Diacou has kept things going.

It's important for the board to figure out what we can do to support the brilliant efforts by school leadership. P. Smaw is a superstar.

### **B. Discussion about the board leadership**

Dr. R. Lyon made suggestions about altering the structure of the board's leadership to make the chairmanship a rotating position—it would give insight to each board member what the problems are that we deal with.

Dr. S. Hayes suggested holding a discussion in an executive session about the relationship between the board leadership and school leadership.

## **VII. Closing Items**

### **A. Adjourn Meeting**

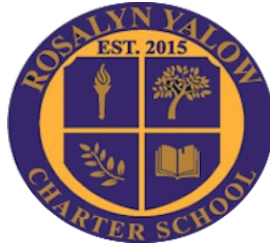
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:40 PM.

Respectfully Submitted,  
L. Howard

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### **Documents used during the meeting**

- NYTimes 2.17.23.pdf
- NYDaily News 2.20.23.pdf
- Opinion | Two-Thirds of Kids Struggle to Read, and We Know How to Fix It - The New York Times.pdf
- Yalow Pages from Regents Charter Renewal 3.2.20.pdf
- NYSED CSO Rosalyn Yalow Mid-Term Site Visit Report - final 08-01-2018.pdf
- Final RYCS Check-In SV Memo 08-01-19.pdf
- Final 2020 Renewal Site Visit Report 1.8.20.pdf
- NYSED 2022 charter renewal guide.pdf
- RYCS update re 20232024 SY.pdf
- Re RYCS update re 20232024 SY.pdf
- Lisa Long- Request 1.9.23.pdf
- Yalow Programmatic Expenditures Breakdown FY 2022 - 2023.pdf
- Yalow Programmatic Expenditures Breakdown FY 2021–2022.pdf
- Programmatic Costs 2018-2019.pdf
- Copy-Yalow Pages from Regents Charter Renewal 3.2.20.pdf
- Financial Transparency Reports.pdf
- RYCS NYS\_ELA MATH\_2022 with Comps JP.pdf
- Per Pupil Expenditure Comparison Analysis Summary 11.14.22.pdf
- 2021 | ROSALYN YALOW CHARTER SCHOOL - Financial Transparency Report | NYSED Data Site.pdf
- 2021 | SOUTH BRONX INTERNATIONAL MS - Report Card | NYSED Data Site.pdf
- 2021 | SOUTH BRONX CHARTER SCHOOL - Financial Transparency Report | NYSED Data Site.pdf



# The Rosalyn Yalow Charter School

## Minutes

### Monthly Board Meeting

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#### **Date and Time**

Tuesday March 21, 2023 at 6:30 PM

#### **Location**

4th floor cafeteria  
Rosalyn Yalow Charter School  
650 Grand Concourse, Bronx, NY 10451

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

#### **Trustees Absent**

G. Feliciano, L. Howard

#### **Guests Present**

A. Diacou, K. Smaw

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### **I. Opening Items**

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

#### **B.**

### **Call the Meeting to Order**

B. Yalow made a motion to call the meeting to order at 6:42 p.m.

S. Hayes seconded the motion.

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

## **II. Executive Director Report**

### **A. Extraordinary unapproved Board expenditures**

A. Diacou mentioned that it's come to his attention that the board had spent \$112,000 on investigations which were not budgeted and that he could not find any documentation that any of these expenditures had been approved by the board.

M. Balbuena asked the finance committee to pay Deloitte Transactions and Business Analytics LLC \$39,000. Subsequently he reported that, to date, Deloitte is owed \$69,000, of which \$30,000 was paid to Deloitte as an initial retainer on October 6, 2022, leaving a current balance due Deloitte of \$39,000.

On Saturday, March 18, 2023, M. Balbuena provided A. Diacou with a contract dated May 31, 2022, among Paul T. O'Neil, Esq. of Barton Gilman LLP, and Miguel Balbuena, Yalow's board chairman, and Deloitte Transactions, and signed June 1, 2022. The written contract does not cap fees paid to Deloitte. There is no record that this contract was approved by Yalow's board in either May 2022 or June 2022, which is a violation of Yalow's Financial Policies and Procedures (FPP).

B. Yalow noted that although the written contract is a violation of the Yalow's FPP, it was signed by the school's board chairman and will be considered a valid debt under law. As such, the school is obligated to pay Deloitte, irrespective of how the board handles the violation of its financial policies and procedures.

M. Balbuena stated that he will ask Deloitte for a detailed invoice of their hourly work. B. Yalow noted that any time Deloitte spends detailing its work will be billable time under the contract, but agreed that the school has a right to know how Deloitte spent the school's money.

### **B. 2023 Charter Renewal Application**

Yalow's Board needs to make final decisions applicable to the 2023 Charter Renewal Application, including:

- does the board intend to expand the school to 6th, 7th, and 8th grade?
- If so, where will the expansion grades be located and how will an expansion be financed?
- will the board expand itself?
- who will write the charter renewal application?

### **C. Replacement of CHHS electrical switches**

**No cost update. Completion date for replacement of Hayes electric switches not yet available.**

- electrical contractor bid specifications sheet being prepared by Lecce Engineering is 80% complete (see attached).

- Yalow working cost estimate remains \$1.5 million until contractor bidding is complete.
- no decision on whether or not CHHS will order switches prior to selection of new electrical contractor

**Minor progress with respect to Archdiocese approval to install rooftop dunnage to support 11 HVAC compressor units.** Archdiocese is considering raising the parapet roof deck, which will require installation of guardrails. Once the roof deck decision is finalized, installation dunnage can proceed.

- field engineer roof inspection scheduled for March 22, 2023

#### **D. 55th Annual NYS Scholastic Chess Championships**

26 of Yalow's k–5 students competed in the 2023 NYS Scholastic Chess Championships in Saratoga, NY, over the March 10-12 weekend. Result for the 3 Yalow teams follow:

- *K-5 Under 1000 team* tied for 9th place
- *K-5 Under 600 team* placed 10th in a 4-way tie
- *K-1 Under 400 team* tied for 9th place

#### **E. 2023 Lottery**

The 2023 Yalow lottery will be scheduled for Monday, April 3, 2023. Applications received by midnight April 1 will be included in the lottery, although rolling admissions will continue throughout the spring and summer to fill open k–2 seats.

##### **New student requirements for 2023–2024:**

March 17, 2023 enrollment: 442  
5th-grade graduates: (73)  
Starting point 6/30/23: 369  
10.7% summer attrition: (39)

**resulting enrollment after  
summer student attrition: 330**

##### **New student enrollment targets for 2023–2024:**

- 112 new students to breakeven at 442
- 206 new students to reach charter maximum 536

Approx. 145 new students enrolled in Yalow by September 2023.

#### **F. Update: Philadelphia Indemnity Insurance Company civil claim**

On October 14, 2022, Philadelphia Indemnity filed civil suit asking for \$750,000 restitution for its portion of a mediation settlement with Curtis Nash agreed to on November 23, 2021, on behalf of Walker Memorial Baptist Church, Philadelphia's insured.

Munich Re, Yalow's excess liability insurance policy carrier appointed Lewis Johs Avallone Aviles, LLP to protect the interest of Rosalyn Yalow in this **new** federal action.

March 16, 2023 Consent to Change Attorney attached.

#### **G.**



**50 CAN/Summer Boost 2023 (Bloomberg Grant)**

- Yalow is submitting a grant for the 2023 Summer Boost program, due Wednesday, March 22, 2023. The school is applying for \$120,000 to support 60 students between July 5–August 1, 2023.
- If approved, Yalow will receive 70% (\$84,000) by June 30. The balance of \$36,000 will be received by September 30, after confirmation that Yalow's students had average daily participation of 70%.

Staffing a larger program isn't practical. Teachers are given the month of July for vacation. Yalow's one-month *Summer Teacher Workshop* begins on August 1. Very few teachers are willing to forgo a vacation prior to returning to school on August 1.

**III. Principal report****A. Year-to-date attendance 2022–2023 (through March 16, 2023)**

First day of school was September 6, 2022.

**Average attendance rate: 90.3%**

**Perfect attendance: 24 students (5.4%)**

**School-wide Chronic Absentees: 170 of 446 students (38.4%)**

**Chronic Absentees by Grade:**

Kindergarten: 41 students out of 73 (56.2%)

1st grade: 28 students out of 77 (36.4%)

2nd grade: 34 students out of 84 (40.5%)

3rd grade: 19 students out of 73 (26.0%)

4th grade: 27 student out of 63 (42.9%)

5th grade: 21 students out of 73 (28.7%)

	Week 14					Week 15				
	12/12	12/13	12/14	12/15	12/16 !!	12/19	12/20	12/21	12/22	12/23
Attendance:	385	398	354	403	NA !!	388	396	352	378	324
	Week 16					Week 17				
	1/2	1/3	1/4	1/5	1/6 !!	1/9	1/10	1/11	1/12	1/13
Attendance:	NA	369	388	413	399 !!	406	422	384	403	NA
	Week 18					Week 19				
	1/16	1/17	1/18	1/19	1/20 !!	1/23	1/24	1/25	1/26	1/27
Attendance:	NA	400	378	395	395 !!	391	415	375	407	397
	1/30	1/31	2/1	2/2	2/3 !!	2/6	2/7	2/8	2/9	2/10
Attendance:	399	394	381	417	NA !!	408	423	382	409	384
	Week 22					Week 23				
	2/13	2/14	2/15	2/16	2/17 !!	2/19	2/20	2/21	2/22	2/23
Attendance:	394	416	372	409	384 !!	- - -	WINTER BREAK - - -			
	Week 24					Week 25				
	2/27	2/28	3/1	3/2	3/3 !!	3/6	3/7	3/8	3/9	3/10
Attendance:	398	365	380	410	410 !!	426	423	376	412	405

	Snow									
	Week 26					Week 27				
	3/13	3/14	3/15	3/16	3/17 !!	3/20	3/21	3/22	3/23	3/24
<b>Attendance:</b>	<b>396</b>	<b>398</b>	<b>352</b>	<b>402</b>	<b>NA !!</b>					

## B. Cycle 2 STEP Literacy reading scores

As stated at the February board meeting, student literacy outcomes, as measured by STEP Literacy Assessments, are very encouraging:

- As of STEP Cycle 2, the school has the lowest percentage of K-2 students reading below grade level going back to 2018–2019—4 years.
- 33.5% of students are meeting or exceeding grade level benchmarks for Cycle 2 (increase in overall student performance, from 17.5%).
- Kindergarten students who are below target were struggling primarily with onset-rime and independently practicing concepts about print.
- 1st graders who are below target struggled with phonemic awareness (segmentation), accuracy, letter-sound identification, and reading rate.
- Below target 2nd graders struggle with phonemic awareness (segmentation), accuracy, comprehension, and reading rate.
- Large numbers of 3rd-4th graders are at levels DNA 9, 10, and 11 with retelling and comprehension (silent and written) being the main challenges, as well as a need to work on improving their reading rate.
- 4th and 5th grade students are challenged with comprehension with multiple characters and subplots, and are working on inferring nonfiction texts, understanding author's craft and understanding key concepts, including in written responses.

Grade-by-grade STEP assessment report attached, including progress reports for special education students.

## IV. Finance report

### A. FY2022–2023 cash forecast

**March 15, 2023 cash balances: \$7,816,871**

**June 30, 2023 forecast : \$5,057,552** (after monthly operating expenses, estimated construction costs, and title grants)

- Current enrollment of 442 students.
- 2023–2024 budget will be available for board review in April.

The school will have sufficient cash for 2023–2024. Year-end June 30, 2024 cash forecasts depend on assumptions for enrollment (between 440 and 536), inflation, and final costs for the new electrical switch project.

## V. Approve Board Minutes

### A. October 25, 2022 Board Minutes

M. Balbuena made a motion to approve October 25, 2022, November 15, 2022, December 20, 2022, and February 21, 2023 board minutes.

S. Hayes objected to approval of the February 2022 board minutes, and requested that changes be made prior to approval. The written Board minutes do not reflect that 1) B. Yalow

mentions the achievements of school leadership; 2) R. Lyon made suggestions about altering the current structure of the Board chairmanship; and, 3) S. Hayes noted two unfortunate incidents in which the principal was disparaged by members of the Board. First, it was suggested that principal Smaw resign; Second a letter was sent to the NYSED on November 7, stating that she missed a meeting of the education committee while she was in a hospital emergency room tending to her husband.

R. Lyon stated that he was responding to the Board Chairman's request for Board member comments about the school's charter renewal application. He noted that the Board chairman's contributions had been substantial, but that the Board had not been doing the things that it should be doing and should consider changing the Board's leadership or changing the Board in its entirety. The Board has been focusing on the wrong things, and these comments should be reflected in the February 21, 2023 minutes.

M. Balbuena said that he would not be discussing himself in front of school employees. The Board can discuss this in executive session.

M. Balbuena made a motion to approve the minutes from Rescheduled October Board Meeting on 10-25-22.

R. Lyon seconded the motion.

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

**Roll Call**

S. Hayes	No
M. Balbuena	Aye
G. Feliciano	Absent
I. Lee	Aye
R. Lyon	Aye
L. Howard	Absent
B. Yalow	Aye

**B. November 15, 2022 Board Minutes**

M. Balbuena made a motion to approve the minutes from Monthly Board Meeting on 11-15-22.

R. Lyon seconded the motion.

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

**Roll Call**

I. Lee	Aye
M. Balbuena	Aye
B. Yalow	Aye
R. Lyon	Aye
L. Howard	Absent
G. Feliciano	Absent
S. Hayes	No

**C. December 20, 2022 Board Meeting**

M. Balbuena made a motion to approve the minutes from Monthly Board Meeting on 12-20-22.

R. Lyon seconded the motion.

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

**Roll Call**

G. Feliciano	Absent
R. Lyon	Aye
L. Howard	Absent
M. Balbuena	Aye
S. Hayes	No
I. Lee	Aye
B. Yalow	Aye

**D.**

## February 21, 2023 Board Meeting

M. Balbuena asked to postpone approval of the February minutes until L. Howard is available to comment.

S. Hayes asked to amend the minutes as submitted.

G. Feliciano asked that S.Hayes send the suggested amendments to the full Board for review.

## VI. New Business

### A. Motion for Principal Smaw to recommend potential new board members

B. Yalow stated that Principal Smaw is the school's superstar, and that the board should do everything it can to support her efforts. To that end, B. Yalow called for at the following motion to be voted on:

B. Yalow made a motion to recommend that the principal, should she choose, provide recommendations of potential new board members.

R. Lyon seconded the motion.

B. Yalow stated that the key to the school's academics has been the principal, and she has done an exemplary job in an absolutely miserable environment (COVID, shutdowns, etc.). Rather than the personnel committee going out to look for board candidates, the board should ask the principal to find people that she thinks will work well promoting the things that have made our school a success. After doing appropriate due diligence as a Board member, he was inclined to vote in favor of anyone the principal recommends—and who passes due diligence—and likely to vote against anyone who doesn't come with a recommendation from the principal. The principal needs to feel confident that the Board will support the kinds of actions that she has brought to the school and turned it into the academic success that it has been. The principal has the right to recommend, as does anyone regardless of who they are. I suspect that following her recommendations will produce an outstanding slate of board candidates.

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

#### Roll Call

R. Lyon	Aye
B. Yalow	Aye
M. Balbuena	Abstain
L. Howard	Absent
I. Lee	Aye
S. Hayes	Aye
G. Feliciano	Absent

### B. S. Hayes request for Board documents

- S. Hayes asked what is the status of the Board's corrective action plan (CAP) requested by NYSED on October 12, 2021.

M. Balbuena said that the CAP is waiting on the the Deloitte audit report on building construction costs to be completed.

- S. Hayes requested a copy of the CAP, as currently drafted.

M. Balbuena said it would be on the April agenda when L. Howard is available. He has been on weekly conversations with NYSED discussing the CAP.

## **VII. Closing Items**

### **A. Adjourn Meeting**

M. Balbuena made a motion to end the meeting.

R. Lyon seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:08 AM.

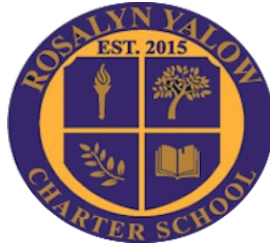
Respectfully Submitted,

A. Diacou

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## **Documents used during the meeting**

- Board Memo 3.8.23.pdf
- CH 80% REVIEW ELEC 3-12-23.pdf
- 2023 NYS Scholastic Chess Results .pdf
- NASH 23.03.13 PARTIALLY EXECUTED CONSENT TO CHANGE ATTORNEY.pdf
- Special Daily Attendance Report 03-14 - Google Docs.pdf
- Chronic Absentees.png
- Perfect Attendance.png
- Avg. Attendance.png
- 2022-23 Rosalyn Yalow\_Cycle 2 Data Summary Report (1).pdf
- Cash Flow Forecast\_031523.pdf



# The Rosalyn Yalow Charter School

## Minutes

### Monthly Board Meeting

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#### **Date and Time**

Tuesday April 18, 2023 at 6:30 PM

#### **Location**

4th floor cafeteria  
Rosalyn Yalow Charter School  
650 Grand Concourse, Bronx, NY 10451

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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), I. Lee (remote), R. Lyon (remote), S. Hayes

#### **Trustees Absent**

G. Feliciano, L. Howard, M. Balbuena

#### **Guests Present**

A. Diacou, K. Smaw

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### **I. Opening Items**

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

#### **B.**

### **Call the Meeting to Order**

B. Yalow agreed to chair the board meeting.  
B. Yalow made a motion to to call the meeting to order at 6:51 p.m.  
S. Hayes seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **II. Approve Board Minutes**

### **A. February 21, 2023 Board Minutes**

S. Hayes requested that the February 21, 2023 minutes be amended with the commentary she sent via email to all board members.  
R. Lyon made a motion to approve the minutes from Monthly Board Meeting on 02-21-23.  
B. Yalow seconded the motion.  
Minutes are approved subject to the amendments requested by S. Hayes.  
The board **VOTED** unanimously to approve the motion.

### **B. March 21, 2023 Board Minutes**

I. Lee made a motion to approve the minutes from Monthly Board Meeting on 03-21-23.  
B. Yalow seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **III. Finance report**

### **A. FY2022–2023 cash forecast**

B. Yalow noted that the school's finances are strong. April 4, 2023 cash balances were \$7,157,764, while the year-end, June 30, 2023, cash forecast is \$4,318,738 (after excluding an estimated \$1.5 million reserve for to complete the installation of 11 rooftop compressors and replace the existing CHHS electrical switch room).

- Current enrollment of 441 students.
- 2023–2024 budget will be sent to board for review board prior to May 15 Board Meeting.

In preparation for submission of Yalow's charter renewal application on August 15, 2023, the finance committee is drafting a breakeven budget with approximately 510 students and 18 classrooms.

## **IV. Executive Director Report**

### **A. 2023 Charter Renewal Application**

Yalow's Board needs to make final decisions applicable to the 2023 Charter Renewal Application, including:

- does the board intend to expand the school to 6th, 7th, and 8th grade?
- If so, where will the expansion grades be located and how will an expansion be financed?
- who will write the charter renewal application?

R. Lyon noted reminded the board that many parents of graduating 5th-grade students transfer the younger siblings of 5th-grade graduates to the same k-8 school their rising 6th grader enrolls in.

B. Yalow noted that the finance committee believes it will take c. \$4 million to reconstruct the remainder of the 4th and 5th floors in order to accommodate grade expanding within Cardinal Hayes High School. As a result, the school will need to postpone grade expansion until the school accumulates sufficient additional surpluses to pay for the expansion.

B. Yalow made a motion to That the school will not submit a charter revision request to expand Rosalyn Yalow Charter School to cover grades 6, 7, and 8 when it submits it's 2023 charter renewal application.

S. Hayes seconded the motion.

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

**B. Dr. Lyon suggested the school solicit benefactors—individual or corporate—to fund a portion of the school's future construction costs to expand grades to grades 6, 7, and 8.**

B. Yalow made a motion to to form a committee to search for benefactors to fund the school's 6th-, 7th-, and 8th-grade expansion.

S. Hayes seconded the motion.

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

As acting chairman B. Yalow appointed Dr. Lyon to chair the new school expansion committee. Board members interested in serving on the committee should contact Dr. Lyon.

**C. NYSED request for finance and enrollment update**

On Monday, April 17, 2023, Karonne Jarrett Watson sent school leadership and board an email requesting updates on the Yalow's finances and 2023–2024 lottery enrollment applications.

A. Diacou's response memo and subsequent email answers to additional questions from K. Watson are attached.

**D. Replacement of CHHS electrical switches**

**No cost update. Completion date for replacement of Hayes electric switches not yet available.**

- electrical contractor bid specifications sheet being prepared by Lecce Engineering remains incomplete
- Yalow working cost estimate remains \$1.5 million until contractor bidding is complete.
- no decision on whether or not CHHS will order switches prior to selection of new electrical contractor

**Roof replacement project is moving forward, albeit slowly.**

Superstructures was hired by the Archdioceses' owners representative, Zabatkin, to evaluate roof pitch and thickness of existing insulation. Depth of existing insulation will help to determine whether or not the parapet walls will be tall enough after appropriate new roofing insulation is added. Initial inspection took place March 23, 2023. (Refer to March 28 email from Superstructures to Zabatkin.)

**Archdiocese approval to install rooftop dunnage to support 11 HVAC compressor units won't take place until roof replacement decisions are finalized.**

**E.**



### **2023–2024 lottery completed Monday, April 3, 2023**

Lottery applications comparable to 2023–2023 lottery:

#### **Accepted (as of April 14)**

kindergarten: 180 (178 last year)

1st grade: 14 (15 last year)

2nd grade: 16 (12 last year)

**Total: 210** (205 last year)

- we continue to receive new enrollment applications
- unlike last year, when COVID-19 protocols were in place—all accepted families are invited to visit the school for a one-on-one tour
- goal is to convert accepted applicants into enrolled students in September

Historical student enrollment success rate—those who show up in September—is c. 40%. We need to increase student enrollment success rate to at least 70% (147 students), and attract sufficient additional applications to grow enrollment to 510 students (180 new 2023–2024 students).

### **New student requirements for 2023–2024:**

April 14, 2023 enrollment: 441

5th-grade graduates: (73)

Starting point 6/30/23: 368

10.7% summer attrition: (39)

#### **resulting enrollment after**

**summer student attrition: 329**

### **New student enrollment targets for 2023–2024:**

- 112 new students to remain steady at 441
- 207 new students to reach charter maximum 536

Returning student survey to be sent to Yalow families in two weeks.

## **F. 50 CAN/Summer Boost 2023 (Bloomberg Grant)**

Although Yalow was awarded a Summer Boost Grant launched by Bloomberg Philanthropies, the conditions of the grant changed since the school's original application on Wednesday, March 22, 2023.

- Yalow submitted a grant for \$120,000 to support 60 students between July 5–August 1, 2023 (20 days of instruction).
- the grant will only provide \$96,000 for a 20-day program
- the school will lose money if we accept the reduced grant proceeds

Many factors lead to my recommendation to decline the grant. Extending Summer Boost to a 25-day program, Wednesday, July 5–Tuesday, August 8 is not feasible for Yalow, given the built-in stipulations of Yalow's charter:

1. last day of school for students and teachers is Friday, June 30
2. teachers will be giving up their 4-week summer vacations (July)
3. administrators will be giving up their 2-week summer vacations (July)
4. Yalow's one-month Summer Teacher Workshop begins August 1; planning will be jeopardized, some teachers will not be able to participate if they are teaching Summer

- Rise, and 60 students will be occupying classrooms and cafeteria, plus nightmare of coordinating busing
5. Yalow's charter renewal application is due August 15, placing significant demands on administrators
  6. student recruitment for and parent outreach to maximize enrollment will be in full swing during July-August
  7. pre- and post-Summer Boost student assessment reporting requirements are stringent and time-intensive (same as 2022)
  8. 60 students may not attend regularly, so expenditures may not be recouped under partial grant payments

Final grant proceeds are dependent on:

- the number of students who attend, AND
- the number of days each student attends. Each student must attend no fewer than 14 days. This requirement presents Yalow with a considerable financial risk, even for a shorter 20-day program.

Dr. Hayes and Dr. Lyon discussed the importance of expanding the school's partnership with Bloomberg Philanthropies and asked school leadership to reiterate the school's gratitude for the *Summer Boost 2023* funding opportunity.

R. Lyon made a motion to continue to lobby for Summer Boost 2023 funding, albeit for a smaller program serving c. 20 students.

S. Hayes seconded the motion.

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

#### **G. USA Fencing Community Impact Mini-Grant**

\$2,000 grant awarded for "*advancing diversity, equity and inclusion in the sport of fencing.*"

Yalow has one year to spend grant proceeds (e.g., equipment, salaries). Award letter attached.

### **V. Principal report**

#### **A. Year-to-date attendance 2022–2023 (through March 31, 2023)**

**Average attendance rate: 90.2%**

**Perfect attendance: 4% (18 students)**

**School-wide Chronic Absentees: 38.6% (170 students)**

#### **Chronic Absentees by Grade (March 31, 2023):**

Kindergarten: 43 students out of 73 (59%)

1st grade: 30 students out of 77 (39%)

2nd grade: 33 students out of 84 (39%)

3rd grade: 15 students out of 70 (21%)

4th grade: 28 student out of 63 (44%)

5th grade: 21 students out of 73 (29%)

### **VI. Closing Items**

#### **A. Adjourn Meeting**

I. Lee made a motion to adjourn the meeting.

R. Lyon seconded the motion.

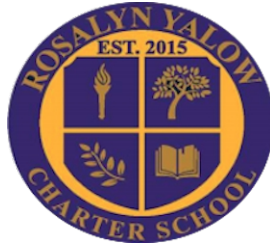
The board **VOTED** unanimously to approve the motion.  
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:10 PM.

Respectfully Submitted,  
A. Diacou

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### **Documents used during the meeting**

- Cash Flow Forecast\_041223.pdf
- Responses to 4.17.23 Watson Email.pdf
- Re Rosalyn Yalow Leader Board meetingcurrent issues.pdf
- Fwd Cardinal Hayes High School Roof Investigation 6804R01.pdf
- Rosalyn Yalow Charter School Award Letter.pdf
- Community Impact Grant - Rosalyn Yalow.pdf
- Chronic Absentees March 2023.pdf



# The Rosalyn Yalow Charter School

## Minutes

### Monthly Board Meeting

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#### **Date and Time**

Tuesday May 16, 2023 at 6:30 PM

#### **Location**

4th floor cafeteria

Rosalyn Yalow Charter School

650 Grand Concourse, Bronx, NY 10451

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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), M. Balbuena (remote), R. Lyon (remote), S. Hayes

#### **Trustees Absent**

G. Feliciano, I. Lee, L. Howard

#### **Trustees who left before the meeting adjourned**

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M. Balbuena

### **Guests Present**

A. Diacou, K. Smaw

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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 May 16, 2023 at 6:50 PM.

## **II. Approve Board Minutes**

### **A. April 18, 2023 Board Minutes**

R. Lyon made a motion to approve the minutes from Monthly Board Meeting on 04-18-23.

M. Balbuena seconded the motion.

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

## **III. Principal report**

### **A. Year-to-date attendance 2022–2023 (through April 30, 2023)**

Average attendance rate: 89.9%

Perfect attendance: 3.4% (17 students)

School-wide Chronic Absentees: 38.4% (171 students)

Chronic Absentees by Grade (April 30, 2023):

Kindergarten: 42 students out of 74 (57%)

1st grade: 31 students out of 77 (40%)

2nd grade: 35 students out of 86 (41%)

3rd grade: 17 students out of 70 (24%)

4th grade: 25 student out of 63 (40%)

5th grade: 21 students out of 73 (29%)

M. Balbuena suggested the school continue enrollment outreach among migrant families.

### **B. 2023 NYS exams**

ELA exam took place April 19–20, 2023 and math exams May 2-3, 2023. NYSESLAT exams for ENL students continue.

### **C.**

### **Family engagement events**

During the trip to compete in the National Elementary Chess Championships in Baltimore, MD, students and their parents were able to visit Washington, D.C. monuments on the National Mall, including The White House, Martin Luther King Memorial, Lincoln Memorial, FDR Memorial, Viet Nam Memorial, and Korean War Memorial.

Parents have been invited to participate in the annual spring book fair (May 15–May 24), and Singapore math family visiting days (May 22–May 25)

## **IV. Executive Director Report**

### **A. Replacement of CHHS electrical switches and installation of rooftop HVAC compressors**

Completion date for replacement of Hayes electric switches not yet available. The electric room switch replacement project remains in limbo until logistics of asbestos abatement is resolved. Yalow's working cost estimate remains \$1.5 million.

Timeline for installation of steel dunnage and HVAC compressors on parapet roof remains indeterminate until roof borings are taken and examined by the lab. Archdiocese roofers will need a day to remove samples and seal holes. Parish Partnership Management has scheduled roofing company for Friday, May 19 to cut 11 borings in roof membrane and replace membrane with protective covering.

### **B. Results: 2023 U.S. Chess Federation National Elementary K–6 Championship**

The 3-day national championship took place in Baltimore, MD, May 12-14, 2023. 19 Yalow students competed with c. 2,500 of the best K–6 elementary chess players from across the United States.

- 3rd place in the *K-1 Under 500* section
- 4th place in the *K–5 Under 900* section

## **V. Finance report**

### **A. FY2022–2023 cash forecast**

B. Yalow reported May 8, 2023 cash balances, \$7,839,141; and June 30 forecast of approximately \$5 million after adjusting for title grants, estimated construction costs, and monthly operating expenses. The monthly cash flow run rate is c. \$950,000/mo.

### **B. 2023–2024 draft budget for board review and approval**

The finance committee recommends approval of the attached 2023–2024 budget. Major budget assumptions: a) 510 students; b) 18 classrooms; and c) 8% inflation. The 2023–2024 budget has two scenarios scenario comparisons, as follows:

**435 students   510 students**  
**17 classrooms   18 classrooms** (2 tier-I teachers added)

Revenue:        \$11,731,697    \$13,395,820

Deficit before

depreciation:   **\$(1,205,765)**        **\$3,508**

Net new 2023

students:                105                180

Following approval, a 5-year budget will be prepared to include with the submission of Yalow's charter renewal application on August 15, 2023.

M. Balbuena requested that we continue enrollment outreach to new migrant families.

**C. Vote to approve 2023–2024 budget**

R. Lyon made a motion to approve the 2023–2024 budget.

M. Balbuena seconded the motion.

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

**D. 990 for tax year 2022**

B. Yalow noted that the board received a copy of the 990 for prior review in the May board package.

**E. Vote to approve form 990 for 2022–2023**

B. Yalow made a motion to approve the 990 for 2022–2023.

M. Balbuena seconded the motion.

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

**F. Deloitte Advisory contract and expenditures**

On March 18, 2023, A. Diacou received a copy of the May 31, 2022 contract signed by M. Balbuena on June 1, 2022. the contract appears the financial obligation is open-ended. As of April 30, 2023, Deloitte Advisory has billed \$88,000. A \$39,000 invoice was discussed at the March 21, 2023 board meeting. The finance committee only received the latest invoices in May, 2023. As of April 30, 2023, Deloitte is asking for an additional \$58,000 over the \$30,000 paid in October 2022.

The May 31, 2022 contract (attached) was not provided to Yalow's board, nor has the contract been approved by Yalow's board, which is a violation of Rosalyn Yalow's Financial Policies and Procedures approved by the NYSED in February and July, 2015. M. Balbuena stated he didn't know that he needed full board approval to sign the Deloitte Advisory contract.

S. Hayes asked the date of the meeting the Deloitte contract was discussed. M. Balbuena stated that he couldn't remember.

B. Yalow spoke with Deloitte on May 15, 2023 and believes that Deloitte's bills totaling \$88,000 reflect actual work performed to date. We received a legal opinion on whether or not the Deloitte bills are legal obligations of the school and were advised that a legal dispute over the outstanding Deloitte invoice would likely cost more than the disputed amount and that the easiest path would be to pay Deloitte whether or not the contract was validly approved because it did not follow the school's Financial Policies and Procedures. If the school doesn't pay Deloitte's invoice Deloitte will not release its report outlining the school's construction project to relocate into Cardinal Hayes High School.

Although B. Yalow believes the contract was not validly entered into by the school, he recommends payment to Deloitte.

Based on the lack of transparency surrounding the Deloitte Advisory contract and its omission of any cap on fees charged to Yalow, R. Lyon recommended further discussion with Deloitte Advisory to reduce the amount billed to the school.

R. Lyon made a motion to authorize B. Yalow to approve negotiate a reduction of the Deloitte Advisory invoices and approve payment up to the \$58,000 currently requested.

B. Yalow seconded the motion.

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

## **VI. New Business**

### **A. S. Hayes requested to meet in Executive Session to review circumstances of Deloitte Advisory contract approval process.**

M. Balbuena said he would not permit an Executive session without I. Lee, G. Feliciano, and L. Howard, noting the meeting will not have quorum if he leaves.

M. Balbuena left at 7:47 PM.

## **VII. Closing Items**

### **A. Adjourn Meeting**

R. Lyon made a motion to adjourn the meeting.

B. Yalow seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:59 PM.

Respectfully Submitted,  
A. Diacou



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### **Documents used during the meeting**

- Cash\_Flow\_Forecast\_050823.pdf
- RYCS FYE 6.30.2024 BUDGET - prepared on 5.9.2023.pdf
- ROSALYN YALOW CHARTER SCHOOL 2021 Exempt Organization V1 Client Copy.pdf
- PAUL and Gilman.pdf
- INV-9000409157\_BVN0003.pdf
- CLIENTINV-9000388775\_ROS00518.00.01\_BVN0002.pdf
- LT Diacou(15925107.1) 5.15.23.pdf
- Buitenen FollowUp 5.8.23.pdf
- 2023 Elementary National Chess Results -compressed.pdf
- Chronic Absentees.png
- Perfect attendance.png
- Avg. Attendance-1.png
- Special Attendance 05-09.pdf



# The Rosalyn Yalow Charter School

## Minutes

### Monthly Board Meeting

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#### Date and Time

Tuesday June 20, 2023 at 6:30 PM

#### Location

4th floor cafeteria

Rosalyn Yalow Charter School

650 Grand Concourse, Bronx, NY 10451

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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, M. Balbuena (remote), R. Lyon (remote), S. Hayes

#### Trustees Absent

L. Howard

#### Guests Present

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A. Diacou, K. Smaw, Patricia Rodriguez, translator

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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 20, 2023 at 6:35 PM.

## **II. Principal report**

### **A. Year-to-date attendance (through June 15, 2023)**

Average attendance rate, 90.0%; perfect attendance, 3.0% (13 students); chronic absentees, 39.7% (175 of 441 students); average attendance of 175 chronically absent students, 81.6%.

Chronic absentees by grade (June 15, 2023): Kindergarten, 57%; 1st grade, 43%; 2nd grade, 41%; 3rd grade, 26%; 4th grade, 43%; 5th grade, 28%.

Principal Smaw noted that all parents sign an attendance contract upon enrollment, teachers call parents when they are absent, and the dean of students follow up with chronic absentees.

Dr. Lyon suggested creating an award for students who make progress improving daily attendance. G. Feliciano asked the school to monitor the effectiveness of any rewards offered to families.

### **B. Family engagement events**

A violin recital takes place June 23 in the Cardinal Hayes auditorium, a kindergarten stepping up ceremony on June 26, followed by the 5th grade graduation on June 30.

## **III. Finance report**

### **A. June 30, 2023 cash forecast**

B. Yalow stated that June 30, 2023 cash balances are forecast to be \$4,474,142 after adjustments for title grant proceeds, June cash flow expenditures, and estimated remaining c. \$2 million construction costs for electrical switch replacement at Cardinal Hayes and final installation of rooftop HVAC compressors.

The year-end cash forecast exceeds Yalow's budgeted 2022–2023 forecast by \$3,061,000. Improved year-end cash forecast is attributable to:

- c. 55 additional students (FTE) at \$17,633/pupil (\$969,815)
- additional rental assistance receipts at \$5,290/pupil (\$290,945)
- collecting federal ARP monies budgeted for 2023–2024 in 2022–2023 (c. \$600,000)
- expenditure savings, including hiring delays (c. \$1,200,000)

#### IV. Executive Director Report

##### A. October 12, 2021 NYSED Notice of Deficiency

The executive director noted that submission of the NYSED corrective action plan (CAP) is an integral part of the the school's response to Benchmark 10 of the 2023 Charter Renewal Application and requested a copy of the Board's approved CAP.

M. Balbuena stated that the CAP is incomplete.

B. Yalow stated that the CAP must be voted on by the school's board and requested an Emergency Board Meeting to review and approve the CAP for submission to NYSED.

After discussion the Board agreed to schedule an Emergency Board Meeting friday, June 30, 2023.

##### B. Replacement of CHHS electrical switches and installation of rooftop HVAC compressors

A. Diacou stated that completion date for replacement of Hayes electric switches not yet available. CHHS sent the proposed electrical contractor bid package to the Archdiocese on Thursday June 8, and is waiting for approval to send to 3 new electric contractors for pricing. The Archdiocese isn't expected to reply until week of June 19. As such, a mandatory prospective contractor walk-through has been postponed. Yalow's working cost estimate remains \$1.5 million.

The flow of work for replacing the CHHS electric switch system is as follows:

1. a) Contract award; b) **Yalow and CHHS Board approvals**; and c) final cost splits between CHHS & Yalow.
2. Electrical contractor notifies Con-Ed, file for electric DOB permit, and order equipment.
3. CHHS commences site work (demolition of wall separating fire alarm system and electrical room and completion of separation wall.
4. Build the new switch array and distribution infrastructure.
5. Tie in existing 2400amp service to new switch panel—requires ConEd to turn off electrical service to the building for 1-3 days.
6. Offload existing switch panels over a series of weekends to new switch and sub panels—1-3 weekends of partially interrupted service.
7. Adelaide and NSC abatement to remove the old switch panel (probably two weeks of work). Existing service to be maintained on new switch array; but no electrical work performed during abatement process.

8. Coordinate with ConEd new 4000amp service and point of entry. Power new switch and subpanels. Install new 3rd, 4th & 5th floor risers. (The latter may be moved to #4, above)

It may be possible to approve a cost-sharing split with CHHS at the July 18, 2023 board meeting, but August 15, 2023 board meeting seems to be a more realistic date given that bids specs haven't been approved by Archdioceses or sent to electric contractors.

#### **C. Update: Request for HVAC compressor installation authorization ("RFA") letter from Archdioceses**

The process is stalled until the the Archdiocese engineer determines next steps. As such, timeline for installation of steel dunnage and HVAC compressors on parapet roof remains indeterminate.

11 parapet boring samples were examined by an engineering lab to determine appropriate depth of new roof membrane, but Archdioceses engineer has not completed his evaluation and recommendations to the Archdiocese to move the project forward and grant permission to install rooftop dunnage.

#### **D. Future expansion of Yalow within CHHS**

At its June 21, 2023 quarterly board meeting, the CHHS board will review the strategic plan for Hayes, including demolition and repurposing of the remaining priest residences on the 4th and 5th floors of CHHS.

- Hayes administration believes it can to grow enrollment to 850 students
- Hayes is finalizing its long-term facility planning and hopes to finalize space needs for 850 students
- Hayes would like to see Yalow Charter grow within CHHS.

In November 2021 Yalow sent CHHS a schematic test fit for Yalow to expand to grades 6–8, but CHHS rejected it because they wanted to grow their student body, which had dropped to c. 700 students. Since Hayes is still trying to finalize its own facility needs, A. Diacou made the following proposal to CHHS:

- Hayes board considers paying the complete cost of gutting and prepping the 4th/5th floors (guesstimate \$4 million-\$5 million)
- Hayes finalizes its own space needs and offers Yalow the remaining space
- Yalow determines whether or not the offered space will be sufficient to expand one or more classes from grades 6–8.

As one example, the space offered by Hayes might be sufficient for one class of 30 students matriculating through 8th grade. If Hayes pays for the demolition and construction, it would still be economically feasible for Yalow to expand with one class of 6th/7th/8th grade.

#### **E. Montefiore School Health Program (MSHP) grant**

As part of the school's partnership with MSHP, MSHP is allocating \$200,000 of its federal grant to establishing a satellite clinic at Rosalyn Yalow Charter School. Dr. Rosy Chhabra, Director of School Health Programs, and her MSHP team visited the school on Wednesday, June 14, to survey available space within Yalow. The two existing offices built for MSHP as part of the Cardinal Hayes construction project will be sufficient to kickstart the new satellite clinic at Yalow.

Montefiore will initiate the Yalow clinic with:

- a full-time mental health clinician for students
- a part-time family support coordinator (2-3 days a week)

MSHP will seek authorization from Montefiore Medical Center to post the new positions, after which MSHP will begin the hiring process. In view of the tight labor market, MSHP is hoping to have the mental health clinician in place by October 2023.

As part of Yalow's partnership with MHSP, all Yalow students are entitled to receive complete health care—medical, dental, and mental health services—at no cost if families do not have health insurance through the Montefiore health system. Every year since 2020 Montefiore has organized a health fair at Yalow to sign up new families.

#### **V. Items for Board Approval**

##### **A. May 16, 2023 Board Minutes**

B. Yalow made a motion to approve the minutes from Monthly Board Meeting on 05-16-23.

M. Balbuena seconded the motion.

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

##### **B. 2022–2023 Audit**

The Mengel Metzger Barr, LLP (MMB) audit agreement is attached. Auditing of the school's federal award programs requires a separate audit and an additional audit fee of \$9,500, for a total of \$34,700. The school budgeted c. \$31,000 for the 2022-2023 audit(s).

##### **C. Recommendation of Board candidate, Dr. Justin McCrary**

##### **D. Accept Deloitte Transactions and Business Analytics construction report**

The Mengel Metzger Barr, LLP (MMB) audit agreement is attached. Auditing of the school's federal award programs requires a separate audit and an additional audit fee of \$9,500, for a total of \$34,700. The school budgeted c. \$31,000 for the 2022-2023 audit(s).

B. Yalow made a motion to approve Mengel Metzger Barr to prepare the 2022-2023 audits at a cost of \$34,700.

G. Feliciano seconded the motion.

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

#### **E. 2023–2024 School Calendar**

The proposed 2023–2024 school calendar includes 191 instructional days and maximizes availability of DOE school buses (180 days).

Start date: Tuesday, September 5, 2023

Last day of school is Friday, June 28, 2024

M. Balbuena made a motion to approve the 2023–2024 school calendar.

B. Yalow seconded the motion.

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

#### **F. 2023–2024 Board Meeting schedule**

B. Yalow made a motion to approve continuation of holding monthly board meetings on the third Tuesday of each month.

R. Lyon seconded the motion.

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

#### **G. Cyber insurance policy approval request**

The executive director asked the board to consider the purchase of a cyber insurance policy at a cost of \$6,020 with a \$1 million policy limit and a \$5,000 deductible (annual cost \$5,797 plus taxes and broker fee for non-NYS-registered insurance carrier).

Coverage offered by E-Risk Services, LLC, on behalf of Scottsdale Insurance Company. Scottsdale is part of the Nationwide group and rated A+ XV by AM Best. AM Best is financial rating service most commonly used to evaluate the financial size and strength of insurers.

According to HUB International:

- the highest insurance rating category is A++ XV
- Scottsdale has the largest size carrier rating at XV, and is next highest classification for financial strength at A+
- A+ XV demonstrates top financial creditworthiness.

HUB obtained two competing proposals for cyber insurance. Scottsdale Insurance Company offered a lower deductible of \$5,000, with the second carrier's deductible of \$25,000. The difference in cost to Yalow is c. \$500/annum.

Discussion ensued with B. Yalow asking R. Lyon asking for information about the school's current data back up procedure. S. Hayes asked what other charters are doing with respect to cyber security back up.

B. Yalow emphasized the analysis depends on what the data attack surface is and what is defensible.

R. Lyon made a motion to Ask Charter Technology Solutions to 1) evaluate data security vulnerability against a cyber attack; 2) determine the cost of implementation of a data back up; 3) summarize what other charter schools are doing to protect data.

G. Feliciano seconded the motion.

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

## VI. Closing Items

### A. Adjourn Meeting

M. Balbuena made a motion to adjourn the meeting.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:10 PM.

Respectfully Submitted,

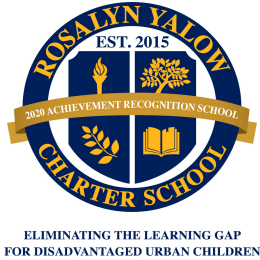
A. Diacou

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### Documents used during the meeting

- Rosalyn Yalow Charter School - 06.30.2023 - Engagement Letter.pdf
- 2023–2024 Board Schedule.pdf
- Cash Flow Forecast\_061423.pdf
- Benchmark 10 from Complete collated charter renewal-application.pdf
- Chronic Absentee Graph.png
- Perfect Attendance Graph.png
- Average Attendance Graph.png
- Violin Recital 6.23.23.pdf





# ROSALYN YALOW ORGANIZATION CHART

## 2022–2023

NYS Education Dept.  
(Charter Authorizer)

Board of Trustees

Landlord (CHHS)

Bronx Arts Ensemble

Montefiore School  
Health Satellite Clinic

Financial Service  
Provider & Auditor

*DOE* Pupil  
Transportation

*DOE* Nurse

Executive  
Cleaning

Operations Assistant

Operations Assistant

Executive Director

Director of Operations

Operations  
Manager

Operations Assistant

Committee on Spec.  
Education (DOE)

*Dir. of Assessment & Special  
Education*

Business Manager  
(HR/Finance)

SIS Data Manager

Operations Assistant

Principal

Response to  
Intervention Team  
(Spec. Ed & ELL  
Teachers)

Dir. of  
Singapore Math

Parent Coordinator

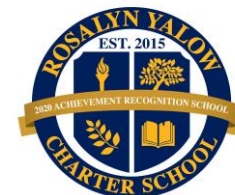
Outside Coaches/Professional  
Development  
CKLA, NWEA, STEP Literacy  
Springboard, Tiny Ivy

Teachers

Dean of  
Students

Dir. of  
Literacy  
Curriculum

# ROSALYN YALOW SCHOOL CALENDAR 2023-2024



## 2023 September

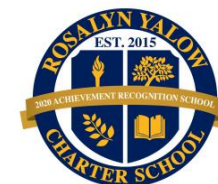
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	01	02
03	<b>04</b> <b>Labor Day</b> School Closed	05 Day 1 No buses available	06 Half Day Day 2 No buses available	07 Day 3 1st day of busing	08 Day 4	09
10	11 Day 5	12 Day 6	13 Half Day Open house meet the teacher Day 7	14 Day 8	15 Day 9	16
17	18 Day 10	19 Day 11	20 Half Day Day 12	21 Day 13	22 Day 14	23
24	25 Day 15	26 Day 16	27 Half Day Day 17	28 Day 18	29 Day 19	30

# 2023 October



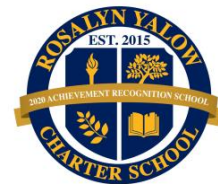
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
01	02	03	04	05	06	07
	Day 20	Day 21	Day 22	Day 23	Day 24	
08	09 Teacher Development, NO STUDENTS Day 25	10	11 Half Day	12	13	14
		Day 26	Day 27	Day 28	Day 29	
15	16	17	18	19	20	21
	Day 30	Day 31	Half Day Day 32	Day 33	Day 34	
22	23	24	25	26	27	28
	Day 35	Day 36	Half Day Day 37	Day 38	Day 39	
29	30	31	01	02	03	04
	Day 40	Day 41				
05	06	Notes:				

# 2023 November



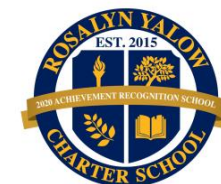
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	01 Half Day Day 442	02 Day 43	03 Day 44	04
05	06 Day 45	07 Teacher Development, NO STUDENTS Day 46	08 Half Day Day 47	09 Day 48	10 Veterans Day School Closed	11
12	13 Day 49	14 Day 50	15 Half Day Parent/Teacher conferences Day 51	16 Day 52	17 Day 53	18
19	20 Day 54	21 Day 55	22 Half Day Day 56	23 Thanksgiving Recess School Closed	24 Thanksgiving Recess School Closed	25
26	27 Day 57	28 Day 58	29 Half Day Day 59	30 Day 60	01	02

# 2023 December



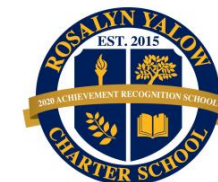
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	01 Day 61	02
03	04 Day 62	05 Day 63	06 Half Day Day 64	07 Day 65	08 Day 66	09
10	11 Day 67	12 Day 68	13 Half Day Day 69	14 Day 70	15 Teacher Development, NO STUDENTS Day 71	16
17	18 Day 72	19 Day 73	20 Half Day Day 74	21 Day 75	22 Day 76	23
24	25 Christmas Day (observed) School Closed	26 Winter Recess School Closed	27 Winter Recess School Closed	28 Winter Recess School Closed	29 Winter Recess School Closed	30
31	01	Notes:				

# 2024 January



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	01 New Year's Day (observed) School Closed	02 Day 77	03 Half Day Day 78	04 Day 79	05 Day 80	06
07	08 Day 81	09 Day 82	10 Half Day Day 83	11 Day 84	12 Teacher Development, NO STUDENTS Day 85	13
14	15 Rev. Dr. Martin Luther King Jr. Day School Closed	16 Day 86	17 Half Day Parent/Teacher conferences Day 87	18 Day 88	19 Day 89	20
21	22 Day 90	23 Day 91	24 Half Day Day 92	25 Day 93	26 Day 94	27
28	29 Day 95	30 Day 96	31 Half Day Day 97	01	02	03

# 2024 February



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	01	02	03
				Day 98	Teacher Development, NO STUDENTS Day 99	
04	05	06	07	08	09	10
	Day 100	Day 101	Half Day Day 102	Day 103	Day 104	
11	12	13	14	15	16	17
	Day 105	Day 106	Half Day Day 107	Day 108	Day 109	
18	19	20	21	22	23	24
	Midwinter Recess School Closed	Midwinter Recess School Closed	Midwinter Recess School Closed	Midwinter Recess School Closed	Midwinter Recess School Closed	
25	26	27	28	29	01	02
	Day 110	Day 111	Day 112	Day 113		

# 2024 March



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	01	02
					Day 114	
03	04	05	06	07	08	09
	Day 115	Day 116	Half Day Day 117	Day 118	Day 119	
10	11	12	13	14	15	16
	Day 120	Day 121	Half Day Day 122	Day 123	Teacher Development, NO STUDENTS Day 124	
17	18	19	20	21	22	23
	Day 125	Day 126	Half Day Parent/Teacher conferences Day 127	Day 128	Day 129	
24	25	26	27	28	29	30
	Day 130	Day 131	Half Day Day 132	Day 133	Good Friday No School	

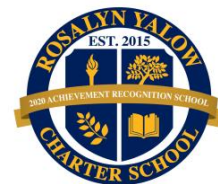


# 2024 April



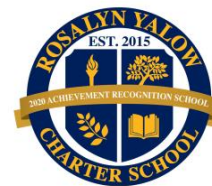
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	01 Day 134	02 Day 135	03 Day 136	04 Day 137	05 Day 138	06
07	08 Day 139	09 Day 140	10 Half Day Day 141	11 Day 142	12 Day 143	13
14	15 Teacher Development, NO STUDENTS Day 144	16 Day 145	17 Day 146	18 Day 147	19 Day 148	20
21	22 Spring Recess School Closed	23 Spring Recess School Closed	24 Spring Recess School Closed	25 Spring Recess School Closed	26 Spring Recess School Closed	27
28	29 Day 149	30 Day 150	01	02	03	04

# 2024 May



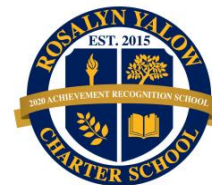
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	01 Half Day Day 151	02 Day 152	03 Day 153	04
05	06 Day 154	07 Day 155	08 Half Day Day 156	09 Day 157	10 Teacher Development, NO STUDENTS Day 158	11
12	13 Day 159	14 Day 160	15 Half Day Day 161	16 Day 162	17 Day 163	18
19	20 Day 164	21 Day 165	22 Half Day Parent/Teacher conferences Day 166	23 Day 167	24 Day 168	25
26	27 Memorial Day School Closed	28 Day 169	29 Half Day Day 170	30 Day 171	31 Day 172	01

# 2024 June



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	01
02	03	04	05	06	07	08
	Day 173	Day 174	Half Day Day 175	Day 176	Teacher Development, NO STUDENTS Day 177	
09	10	11	12	13	14	15
	Day 178	Day 179	Half Day Parent/Teacher conferences Day 180	Day 181	Day 182	
16	17	18	19	20	21	22
	Day 183	Day 184	Juneteenth School Closed	Day 185	Day 186	
23	24	25	26	27	28	29
	Day 187	Last day of busing Day 188	Half Day Day 189 No Buses Available	Day 190 No buses available	Day 191 No buses available	Total 191 days

# 2024 July





January 23, 2023

CARDINAL HAYES HIGH SCHOOL FOR BOYS  
650 Grand Concourse  
Bronx, NY 10451--5217

Re: Fire Safety Inspection Report

**BIN:** 2002452  
**FDNY Account:** 31263734  
**DCID:**  
**Facility Type:** Private School  
**DBA:**  
**Premises:** 650 GRAND CONCOURSE  
BRONX NY 10451

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, **Public Building Inspection Unit** conducted an inspection of the above-referenced premises on **January 23, 2023 at 11:06 AM**

- ☐ The inspection of the above-referenced premises and review of records maintained for such premises **DISCLOSED** the existence of unsafe and non-compliant fire and life safety conditions contrary to the requirements of the New York City Fire Code and/or other law, rule or regulation enforced by the Fire Department and within the scope of the inspection conducted by the above-referenced inspectional unit. Please use the FDNY Business portal to review non-compliant conditions, the link to which is as follows: <https://fires.fdnyccloud.org>. Such conditions must be promptly corrected to maintain the premises safe for use and occupancy.
- ☒ The inspection of the above-referenced premises and review of records maintained for such premises **DID NOT DISCLOSE** the existence of unsafe or non-compliant fire or life safety conditions contrary to requirements of the New York City Fire Code or other law, rule or regulation enforced by the Fire Department and within the scope of the inspection conducted by the above-referenced inspectional unit.

This report does not constitute a permit or other FDNY approval for any material, operation of facility at the premises. FDNY does not certify that the premises are free from any unsafe or non-compliant condition for which the premises has not been inspected by the above-referenced inspectional unit or that would not be disclosed by inspection in accordance with standard FDNY inspection protocols.

By Order of the Chief of Fire Prevention

**Fire Department, City of New York**  
9 MetroTech Center, Brooklyn New York 11201-3857

# DEPARTMENT OF HOUSING AND BUILDINGS

BOROUGH OF

Bronx

CITY OF NEW YORK

sk

No. 1187  
Date AUG 12, 1948

## CERTIFICATE OF OCCUPANCY

(Standard form adopted by the Board of Standards and Appeals and issued pursuant to Section 646 of the New York Charter, and Sections C.26-181.0 to C.26-187.0 inclusive Administrative Code 2.1.3.1. to 2.1.3.7. Building Code.)

This certificate supersedes C. O. No. N.B. 2513/41

To the owner or owners of the building or premises:

THIS CERTIFIES that the ~~new~~<sup>XXXX</sup> ~~altered~~<sup>XXXXXX</sup> ~~existing~~ building—premises located at  
660 Grand Concourse S/B/C of S. 163rd St. and Grand Concourse

Block 443 Lot 83

conforms substantially to the approved plans and specifications, and to the requirements of the building code and all other laws and ordinances, and of the rules and regulations of the Board of Standards and Appeals, applicable to a building of its class and kind at the time the permit was issued; and

CERTIFIES FURTHER that, any provisions of Section 646 of the New York Charter have been complied with as certified by a report of the Fire Commissioner to the Borough Superintendent.

XXXXXX 148/48

N.B. or Alt. No.—

Construction classification—Fire-proof

Occupancy classification—Public Building

Height 2 & 3 stories, 67 feet.

Date of completion—April 27, 1948

Located in Unrestricted Use District.

A

Area Class 1½ Height Zone at time of issuance of permit

This certificate is issued subject to the limitations hereinafter specified and to the following resolutions of the Board of Standards and Appeals: (Calendar numbers to be inserted here)

### PERMISSIBLE USE AND OCCUPANCY

STORY	LIVE LOADS Lbs. per Sq. Ft.	PERSONS ACCOMMODATED			USE
		MALE	FEMALE	TOTAL	
Basement	on grade	4		4	Mechanical rooms, storage
	100-75	690		690	2 Gymnasiums incl. bleachers
	75	360		360	Spectators Gallery
	100	60		60	Lockers
				1114 Total	
Mezzanine	100	2	12	14	Storage rooms, kitchen
	40				Living quarters for instructors
	100	616		616	Cafeteria
	100	30		30	Locker room
	60	172		172	Classrooms
				831 Total	
First	75	862		862	Auditorium
	60	902		902	Classrooms
	75	16	15	31	Administration Offices
	100	45		45	Fan Room, Storage, Locker rooms
				1840 Total	
Second	75	179		179	Auditorium balcony
	60	902		902	Classrooms
	100	37		37	Locker rooms
	75	89		89	Library
				1207 Total	
Third	60	1133		1133	Classrooms
	100			45	Locker rooms
				1178 Total	
First Penthouse	60			200	Chapel
Penthouse	40	48		48	Living Quarters for instructors
				248 Total	
Second Penthouse	40				Living Quarters for instructors
Penthouse	100	10		10	Fan rooms

NOTE: Fire Department approval of standpipe system, interior fire alarm and sprinklers over stage and portable fire appliances received May 19, 1948.

NOTE: Fire Department approval of 2-15,000 gallon fuel oil tanks received August 4, 1948.

Borough Superintendent.

NO CHANGES OF USE OR OCCUPANCY NOT CONSISTENT WITH THIS CERTIFICATE SHALL  
BE MADE UNLESS FIRST APPROVED BY THE BOROUGH SUPERINTENDENT

Unless an approval for the same has been obtained from the Borough Superintendent, no change or rearrangement in the structural parts of the building, or affecting the light and ventilation of any part thereof, or in the exit facilities, shall be made; no enlargement, whether by extending on any side or by increasing in height shall be made; nor shall the building be moved from one location or position to another; nor shall there be any reduction or diminution of the area of the lot or plot on which the building is located.

The building or any part thereof shall not be used for any purpose other than that for which it is certified.

The superimposed, uniformly distributed loads, or concentrated loads producing the same stresses in the construction in any story shall not exceed the live loads specified on reverse side; the number of persons of either sex in any story shall not exceed that specified when sex is indicated, nor shall the aggregate number of persons in any story exceed the specified total; and the use to which any story may be put shall be restricted to that fixed by this certificate except as specifically stated.

This certificate does not in any way relieve the owner or owners or any other person or persons in possession or control of the building, or any part thereof from obtaining such other permits, licenses or approvals as may be prescribed by law for the uses or purposes for which the building is designed or intended, nor from obtaining the special certificates required for the use and operation of elevators; nor from the installation of fire alarm systems where required by law; nor from complying with any lawful order for additional fire extinguishing appliances under the discretionary powers of the fire commissioner; nor from complying with any lawful order issued with the object of maintaining the building in a safe or lawful condition; nor from complying with any authorized direction to remove encroachments into a public highway or other public place, whether attached to or part of the building or not.

If this certificate is marked "Temporary", it is applicable only to those parts of the building indicated on its face, and certifies to the legal use and occupancy of only such parts of the building; it is subject to all the provisions and conditions applying to a final or permanent certificate; it is not applicable to any building under the jurisdiction of the Housing Division unless it is also approved and endorsed by them, and it must be replaced by a full certificate at the date of expiration.

If this certificate is for an existing building, erected prior to March 14, 1916, it has been duly inspected and it has been found to have been occupied or arranged to be occupied prior to March 14, 1916, as noted on the reverse side, and that on information and belief, since that date there has been no alteration or conversion to a use that changed its classification as defined in the Building Code, or that would necessitate compliance with some special requirement or with the State Labor Law or any other law or ordinance; that there are no notices of violations or orders pending in the Department of Housing and Buildings at this time; that Section 646F of the New York City Charter has been complied with as certified by a report of the Fire Commissioner to the Borough Superintendent, and that, so long as the building is not altered, except by permission of the Borough Superintendent, the existing use and occupancy may be continued.

"§ 646 F. No certificate of occupancy shall be issued for any building, structure, enclosure, place or premises wherein containers for combustibles, chemicals, explosives, inflammables and other dangerous substances, articles, compounds or mixtures are stored, or wherein automatic or other fire alarm systems or fire extinguishing equipment are required by law to be or are installed, until the fire commissioner has tested and inspected and has certified his approval in writing of the installation of such containers, systems or equipment to the Borough Superintendent of the borough in which the installation has been made. Such approval shall be recorded on the certificate of occupancy."

Additional copies of this certificate will be furnished to persons having an interest in the building or premises, upon payment of a fee of fifty cents per copy.