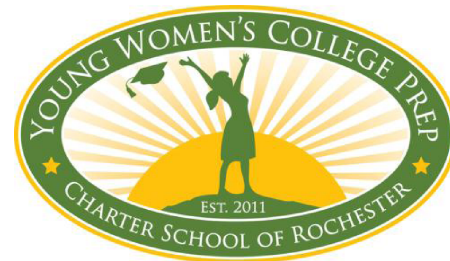


YWCP Board of Trustees Meeting

Date: Friday December 3, 2021
Time: 8:00 a.m.
Location: Zoom



Minutes

I. Call to Order: *Jennifer Allen, Chair*

II. Roll Call: *Belimar Velazquez, Secretary*

BoT Attendance		3-Dec
First Name	Last Name	
Jennifer	Allen	x
Jennifer	Aronson-Jovcevski	x
Erin	Duffy-Kruss	
Charles (Chuck)	Falcon	x
Melissa	Geska	x
Julia	Green	x
Nadine	Hylton	excused
Kristin	Lowe	
Idonia	Owens	x
LaQuanna	Sparkman	x
Belimar	Velazquez	x
Jennifer	Weinstein	x
Guests		
Crystal	Rupp	x
Barbara (Barb)	Zelazny	x
Roberta	McGinnis	x
Lauri	Bonnell	x
Maria	Cruz	x
Ocean	Brown	x

III. Communications to the Board: Parent Letter Response: Julia Green is drafting the official response.

IV. Public speakers: None

V. Approval of the November 5, 2021 Minutes: *Jennifer Allen*

- a. **Motion:** Jennifer Allen with amendment to include Jennifer Aronson as attending.
- b. **Second:** Julia Green
- c. **All in favor**

VI. Executive Report: *Jennifer Allen*

Resolution #3 (2021-2022): Approval of Form 990-Return of Organization Exempt from Income Tax

Whereas, Young Women's College Prep Charter School (YWCP) is required to file an annual Form 990 - Return of Organization Exempt from Income Tax with the Internal Revenue Service covering the year, July 1, 2020 through June 30, 2021; and

Whereas, The Bonadio & Co., LLP (Certified Public Accountants) prepared and presented the Form 990 to the YWCP Director of Operations on November 3, 2021 shared with the Finance Committee on November 18, 2021; therefore be it

Resolved, that the YWCP Board of Trustees received and reviewed Form 990, and further be it

Resolved that the YWCP Board of Trustees approve the Form 990 for submission to the Internal Revenue Service by December 31, 2021.

- a. **Motion:** Jennifer Allen
- b. **Second:** Chuck Falcon
- c. **All in favor**

Resolution #4: Vote to accept the 2nd term for Laquanna Sparkman (expired first term 2020). Jennifer Allen proceeded to ask for a motion to accept the second 3-year term for L. Sparkman with dates 11/1/2021 – 10/31/2024.

- a. **Motion:** Jennifer Allen
- b. **Second:** Melissa Geska
- c. **All in favor**

VII. Governance Committee: *Julia Green*

- a. No report this month.

VIII. Principal's Report: *Barbara Zelazny, Principal*

- a. Transportation: Students and parents have sent letters. Five students are ready to speak at the next RCSD Board meeting. The school will continue to encourage attendance and speakers at RCSD's board meetings.
- b. A proposal for short term closure plans if there is a critical shortage of 3-4 missing faculty due to COVID has been developed.
- c. Student issues since beginning of the year: altercations due to lack of social skills and social-emotional support, tardies/cell phones/uniforms, instigators encouraging poor behaviors, drugs such as vaping and marijuana usage, bringing weapons to school such as knives and blades as a means of protection in the community (walking to and from the school bus), insubordination in the form of disruptive behaviors and extreme language. These behaviors have been exacerbated this year. The administration is working on challenging the culture of fighting.
- d. To combat these behaviors, the school is constantly communicating with parents and welcoming parents to meet at the school preferably after scheduling a meeting. Students suspended after a fight have a plan to get incorporated back into the school. Restorative repair plans are being put in place with Dr. Hatley and reviewed by Ms. Zelazny in partnership with the students that are in long term suspensions and their parents. These plans are put into place while the student is on suspension to welcome the student back sooner while ensuring the safety of the student, her peers, and the staff.
- e. November altercations are down compared to September and October by being more proactive in handling issues.
- f. Attendance is hovering around 80% due to transportation, COVID cases, increase in suspensions, quarantine, fear of COVID. When there are attendance concerns, attendance plans are implemented with counselors. When students are out for several reasons, the LMS (BUZZ) is available allowing them to access their school work. Two hours of tutoring provided by staff are available for students in suspension. Consistent communications are being managed to ensure attendance.
- g. There are 38 COVID cases to date: 6 staff members and 32 students. Information is confidential but able to communicate if it is staff or students and actions taken.
- h. Vaccination: 84% staff and 60% students. Quarantine is not needed if the student is vaccinated. Students can also be tested at school and as long as they test negative, they can stay in school.
- i. What is being done to ensure the safety of the student in the community? Conversations with students and parents are taking place about this and about the use of Marijuana. Possible solutions are alarm systems and also educating students on defense mechanisms and reducing provocations.
- j. Suspensions to date 153 (length of term varies). 45 altercations/suspensions in September/October. 17 altercations/suspensions in November.
- k. What is the staff education in terms of objective/subjective language when it comes to insubordination? The behavior the school is dealing with is extreme including threats; these are safety issues. Staff is educated in having the right level of conversation depending on the level of insubordination.

IX. Student Report: *Student Rep. Ocean Brown*

- a. 27 students are members of the National Honor Society. In December, the students will participate in a retreat to advance their leadership skills and continue their journey as Leaders of Integrity.

X. Education Committee: *Idonia Owens*

- a. Dr. Fallon, Dean of Arts and Sciences at St. John Fisher College is now a member of the committee
- b. Criteria: Knowledge of urban education, educating students of color, knowledge of teaching and learning
- c. *Key questions of candidates around these criteria help identify fit.*

XI. Development Report: *Jennifer Weinstein, Chair & Lauri Bonnell*

- a. Leadership breakfast: sponsorship above goal but table sales below goals due to COVID. New sponsors and contacts will support the end of the year appeal.
- b. Goal for next year: In person event celebrating 10-year anniversary.
- c. Focusing on programs such as: tutoring with UR students, in February we are partnering with *She is the First* to conduct a leadership summit. Other programs include: Cool Women and Hot Jobs, Career in Sports day, Accounting day.

XII. Finance Committee: *Chuck Falcon, Chair*

- a. No meeting in November
- b. Financial reports in Google Drive

XIII. School Operations: *Roberta McInnis, Director of Operations*

- a. No additional reports

XIV. Old Business: *All*

XV. New Business: *Executive Session*

XVI. Adjourn to Executive Session:

XVII. Adjournment: Next Meeting: [January 7, 2021 \(Friday, 8:00 a.m. - 9:30 a.m.\)](#)

Motion to adjourn: Jennifer Allen
Second: Jennifer Weinstein