

YWCP Board of Trustees Meeting

Date: Friday January 7th, 2022
Time: 8:00 a.m.
Location: Zoom



Minutes

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

II. Roll Call: *Belimar Velazquez, Secretary*

III. Communications to the Board: BoT Member Resignation, Dr. Nadine Hylton

IV. Public speakers: None

V. Approval of the December 3, 2021 Minutes: *Jennifer Allen*

- a. Motion: Jennifer Allen
- b. Second: Melissa Geska
- c. No opposition
- d. All in favor

VI. Executive Report: *Jennifer Allen*

- a. Welcome Idonia Owens as our newest Trustee. NYSED approved.
- b. Quarterly Administration Meeting. Options for times in the report for a January meeting to cover some topics in depth.
- c. Action: Board members to provide preferred time for the meeting by COB on January 7, 2022.
- d. Thank you to parents and students that have been engaged in the fight to continue the transportation for charter school.

VII. Governance Committee: *Julia Green*

- a. Committee has been developing a recruitment package for board members.
- b. Julia is taking the lead on understanding what is required when it comes to training for the school. There is also a professional development requirement for board members on a quarterly basis. Jennifer J. is in communication with the Warner School for possibilities. Anna Hall has also been approached for training the board on how charter schools work within the RCS construct. Keesha James is another person on the list for DEI education.

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

- a. Parental engagement framework - Deb Hanmer, President of Breakthrough Leadership Consulting. She shared information regarding new models of parent engagement focused on partnership, advocacy, and decision-making that is linked to school and student outcomes. Parent engagement examples include parent advisory councils, parent centers. Engaging with parents must include recognition that parents have knowledge and can contribute to the advancement of the school's goal. The educators and the families need to build capacity together through training. The model by Dr. Karen Mapp was presented as the gold standard internationally that positions parents as true partners. Essential parts of Dr. Mapp's Dual Capacity-Building Framework for Family-School Partnership include: organization conditions (family engagement is systemic in every part of the institution), process conditions (all events should be linked to learning so families develop the skills to help the students and be linked to school goals and what is going on in the classroom), relational (need to build trust by reaching out to families). True partnership with parents means that parents are at the table in making decisions instead of just inviting

parents to events. Parents should feel that they are co-creating along with the school. Parents have the knowledge to share particularly based on their experience raising a child in the community. There are essential questions to consider in order to develop a plan for parental engagement. Some approaches in the plan could include: care centered approaches (based on family needs), student centered approaches (based on student academic, behavioral, and social emotional needs), comprehensive approach (policies and practices to build relationship which includes programs). YWCP is working on operationalizing a Parent Council that: brainstorms ideas and solutions with the school to make the YWCP experience stronger, promotes the parent-parent connection, provides insights and advice. The plan is built with parents and not dictated by the school; this builds the required trust for success. Key milestones include holding the first council meeting to set a vision and agenda. Success will be to build a trusting relationship with a group of committed parents that recognize that this is a new model of engagement. For parents that are not able to participate in in-person events, there are opportunities to help their students by making resources available at home. Additionally, events may be offered at two different times during the day, e.g. lunchtime and evening, in person or via zoom.

- b. Students are expected to be in person starting on Monday, January 10. Issues with staffing shortage are impacting the schedule. Not enough substitutes are available.
- c. Regarding transportation, letters have been sent, 20 staff, 3 students have voiced the objection against the proposal to discontinue transportation. Ms. Rhonda Thomas is also working with Ashara Baker from NE Charters on this issue.

IX. Student Report: *Student Rep. Ocean Brown was not available*

X. Education Committee: *L. Sparkman*

- a. Dr. Ann has joined the committee. She asked for an annual report which is available on the website. Barb will send the charter school renewal package also.

XI. Performance Evaluation Committee: *Idonia / Jennifer A*

- a. Annual review for the principal has been completed.
- b. Annual review for the director of operations is in process.

XII. Development Report: *Jennifer Weinstein, Chair*

- a. Friday, March 4 is the date for Cool Women. Hot Jobs. The plan is to be in person. Boundless Connections (focus on STEM) will be the location for 7th graders. 8th graders will be going to the RGH Workforce Development Center.
- b. Planning to do an FBI academy in person starting at the end of January.
- c. Tours of different corporations are being planned. This connects college to the work experience. For board members that are working at different corporations, there is an opportunity to host a group. Melissa Geska offered access through the Women's Builders Association to other organizations.
- d. Student crisis fund is being discussed to address aid in catastrophic or emergency events such as house fires. Dreamkeepers at MCC may be a good model to follow.
- e. Virtual tutoring will start in another week.

XIII. Finance Committee: *Chuck Falcon, Chair*

- a. Committee did not meet but through November there is a surplus of \$360K.

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

- a. ARP grant (1.5M) was approved.
- b. Form 990 was accepted by the IRS.
- c. February report will include transportation update and update on spend against approved grants.

Transportation update.

XV. Old Business: All

- a. Committee Roles/ Responsibilities /Next Steps: Proposal is on the shared drive and will be discussed at the quarterly meeting.

XVI. New Business: *Executive Session*

XVII. Adjourn to Executive Session

XVIII. Adjournment: Next Meeting: [February 4th, 2022 \(Friday, 8:00 a.m. - 9:30 a.m.\)](#)

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