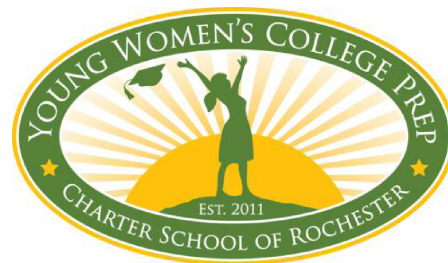


YWCP Board of Trustees Meeting

Date: Friday, April 1, 2022
Time: 8:00 AM
Location: Zoom



MINUTES

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

II. Roll Call: *Belimar Velazquez, Secretary*

<i>BoT Attendance</i>		<i>1-Apr</i>
<i>First Name</i>	<i>Last Name</i>	
<i>Jennifer</i>	<i>Allen</i>	<i>x</i>
<i>Jennifer</i>	<i>Aronson-Jovcevski</i>	<i>x</i>
<i>Erin</i>	<i>Duffy-Kruss</i>	<i>x</i>
<i>Charles (Chuck)</i>	<i>Falcon</i>	<i>x</i>
<i>Melissa</i>	<i>Geska</i>	<i>x</i>
<i>Julia</i>	<i>Green</i>	<i>x</i>
<i>Idonia</i>	<i>Owens</i>	<i>x</i>
<i>LaQuanna</i>	<i>Sparkman</i>	<i>x</i>
<i>Belimar</i>	<i>Velazquez</i>	<i>x</i>
<i>Jennifer</i>	<i>Weinstein</i>	<i>Excused</i>
<i>School / Foundation Reps</i>		
<i>Crystal</i>	<i>Rupp</i>	<i>x</i>
<i>Roberta</i>	<i>McGinnis</i>	<i>x</i>
<i>Lauri</i>	<i>Bonnell</i>	<i>x</i>
<i>Ocean</i>	<i>Brown</i>	<i>x</i>
<i>Nicole</i>	<i>Sinclair</i>	<i>x</i>

III. Communications to the Board: *None*

IV. Public speakers: *None*

V. Approval of the March 3 and March 21, 2022 Minutes

Motion: *Jennifer Allen*

Second: *Melissa Geska*

Abstain: *Julia Green*

All in favor

VI. Executive Report: *Jennifer Allen*

- Two responses to the RFP received for the strategic plan. One of the responses had all the elements. The other response was received prior to the RFP being issued but there was time for revisions. One of the respondents has experience with not-for-profit. The board will have to vote on the vendor selection and on the budget. Payment will have to come from the Y21-22 and the Y22-23. Responses are due April 4. Board members have access to the responses. An electronic vote will be conducted on the selection and budget approval
- Thank you to the people that participated in the Cool Women, Hot Jobs event.
- Thank you to the people that contributed to issuing the factual corrections to NYSED. Approval could come in the April or May timeframe. No concern at this time.
- Board annual self-assessment will be coming soon. Also, retreat will happen soon.
- For the strategic planning, we will need a committee. Anyone from the community, board, etc. that wants to volunteer is welcome. Please reach out to Jennifer Allen.
- *Congratulations to Jennifer Allen selected as RBJ Women of Excellence*

VII. Principal's Report: *Crystal Rupp, Nicole Sinclair*

- Mariana Sahid – new staff member from Egypt with experience in ESL. In Egypt, taught English to Arabic speaking students.
- Building sub hired with background in Science and Math.
- Just completed the NYS ELA assessment for 7th and 8th grade students. Make up window available until April 8th. 85% of students participated and finished. Writing work looked great which is a reflection of the work being done by teachers.
- Math state assessment for 7th graders only will take place at the end of April. Anticipate same level of participation. If students leave the school and do not take the assessment, the school is not penalized.
- April 8 is the Day of Caring giving students an opportunity to participate in the service-learning project. For example, in one project, the students are putting together and delivering care packages for survivors of domestic violence.
- Led by Dr. Melanie Silus, the school was selected to participate in an 8-week breath deep program called 'Changing our narrative - conversations about mental health.'. 10 YWCP students will be participating in the program. Students are excited. Program takes place on Friday morning for 2-hours.
- Superintendent day will take place April 12. Activities planned for teachers to look at data, start planning for the end of the year, look at benchmarks
- Instructional coaches continue to support teachers and students in the classroom.

- Spring college visits happening in March – May.
- Seniors visited Monroe County Court House. Great experience meeting with judges and learning about the process.
- COVID numbers are low but nurse is out due to COVID. Working on coverage.
- Spring sports, track and softball, are starting.
- Working on getting transportation papers from students. April 1 is the deadline. With incentives, more students are turning the paperwork in. In the past, one of the concerns was that the families were not turning the paperwork in by the deadline.
- Still experiencing behavioral issues with students: uniforms, cell phones, and bathroom misuse.
- Reinstating practices used in the past such as turning in cell phone in the morning to ensure student safety.
- Jennifer Allen requested that any needs from a safety perspective get communicated now so that it makes it into the next budget cycle. The school needs the systems in place in order to ensure the health and safety for the students and staff.

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

- Cool women, hot jobs was a great event.
- Over 100 students in honor roll got to participate in a field trip to Horizon for laser tag and skating activities. Students with good attendance also participated.
- New senior privileges exist if they wear their uniform M-Th.
- National Honor Society induction is April 26.

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

- State comptroller audit is still going on. They go on site 1-2 times a week. Staff interviews have taken place. Focus testing areas will begin soon.
- Budget cycle has started. Security is a high priority. The main entrance security is being evaluated.
- Finance committee will happen in April-May. Budget, salary, and academic calendar will be discussed.
- Grant may be available. Jennifer A. will share information from Vicki Smith.
- Ms. Sparkman asked if anything needs to be done in this school year in terms of building safety. Staff doesn't perceive any immediate needs. For now, the most pressing issue is making sure the policies and procedures are followed and both parents and students understand them. In the last 2-3 weeks, progress has been made in this area and it is positively impacting the culture. There has been a decline in school violence. Teachers are stepping up to enforce these procedures.

X. Education Committee: *LaQuanna Sparkman*

- Meeting was postponed due to the Principal being on medical leave.

XI. Development Report: *Jennifer Weinstein, Chair*

- Jennifer Weinstein is unavailable. Lori B. has shared a report with pictures and videos. Four students are participating in the financial report program sponsored by Price Waterhouse Cooper and RIT.
- Cool women, hot jobs has opened up opportunities such as a visit to Niagara University.
- Alumni are being connected to women that could mentor them and help them network to further their career.
- Foundation is planning a Leadership Breakfast which will be celebrating 10 years and our first alumni graduating from college. Need input from the board – please fill out the survey.
- Rochester Women Network may be a good partner for networking for students. Melissa Geska will help make the connection. Lori is also connecting them to Tech Rochester.

XII. Finance Committee: *Chuck Falcon, Chair*

- No meeting in March. Committee meeting in April will review the initial budget which will be presented at the May board meeting. For the May board meeting, the committee will also present an investment policy which the board will have to vote on.
- Financials through the end of February does not reflect the forecast of net-zero.
- Investments are over \$490K. Currently in a negative position by \$2.4K due to market performance.

XIII. Governance: *Julia Green*

- Professional development will be included in the board retreat.
- Planning assessment being evaluated.

XIV. Adjourn to *Executive Session*

- Motion: Jennifer Allen
- Second: Melissa Geska
- All in favor

XV. Salary increase for *Operations Manager*

- Motion: Jennifer Allen
- Second: Chuck Falcon
- All in favor

XVI. Appoint *Interim Principal, Idonia Owens with Executive Coach*

- Motion: Jennifer Allen
- Second: Chuck Falcon
- All in favor

XVII. Exit *Executive Session*

- Motion: Jennifer Allen
- Second: Julia Green
- All in favor

XVIII. Adjourn to *Meeting*:

- Motion: Jennifer Allen
- Second: Julia Green
- All in favor

XIX. Adjournment: Next Meeting: [May 6, 2022 Friday, 8:00 – 9:30 AM](#)