



## MINUTES

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

### II. Roll Call: *Belimar Velazquez, Secretary*

BoT Attendance		Oct 6 2022
First Name	Last Name	
Jennifer	Allen	X
Jennifer	Aronson-Jovcevski	X
Erin	Duffy-Kruss	X
Charles (Chuck)	Falcon	X
Julia	Green	X
Belimar	Velazquez	X
Jennifer	Weinstein	excused

#### Guests

Roberta	McGinnis	X
Lauri	Bonnell	X
Idonia	Owens	X
Ghislaine	Radegonde-Eison	X
Sarah Laine	Tufano	X

### III. Public speakers

### IV. Approval of the September 2022 Minutes: *Jennifer Allen*

- *Motion: Jennifer Allen*
- *Second: Chuck Falcon*
- *Abstain: Julia Green, Jennifer Aronson-Jovcevski*
- *All in favor*

### V. Governance Committee: *Jennifer Aronson-Jovcevski*

- Need clarification on the adoption of written resolution in the case that a Trustee needs to attend via video conference. Need to better define the extenuating circumstances.
  - i. Resolutions:
  - ii. *Motion: Jennifer Allen*
  - iii. *Second: Julia Green*

*iv. All in favor*

- *Proposed changes to the bylaws are forthcoming. Key portion is to remove the statement that limits the board member terms to two terms. Extensions can occur for a limited amount of time. Bylaw changes should be submitted to NYSED for approval. Jennifer Arosen-Jovcevski will send email to counsel to verify process for bylaws changes.*
- *Jennifer Allen requested that the Governance Committee provide a high-level summary of the survey conducted at the school last year.*

**VI. Communications to the Board: none**

**VII. President's Report: Jennifer Allen**

- Financial audit is still in process. Closure meeting will take place October 18, 2022. Report needs to be submitted by November 1. Approval by the board is required prior to submission. Voting will take place electronically.
- Principal candidate search: Search committee is being engaged. Search agency cost will be \$25K instead of \$20K as originally approved. Board members are in favor of the additional spend.
- Strategic plan: Peter Carpino will be attending the executive meeting on November 17 to understand roadmap for planning and outlining tasks prior to the new principal joining the school.

**VIII. Principal's Report: *Idonia Owens, Interim***

- Four new staff members have been hired. An assistant principal will start soon.
- There are openings for a counselor along with math, ELA and environmental science teachers.
- Issues with social media are being addressed with parents.
- Chuck Falcon requested approval to purchase Yondr phone pouches that are secured throughout the school day and unlocked at the end of the day. Students will transport them back and forth from school. Cost is per pouch as a yearly lease-term. Use procedure will be defined by the school. In case of emergency, there will be at least three magnets around the school to unlock the phone. In addition, regular phones are available for emergency call. If the student forgets the pouch at home, the phone will be collected and kept in the office. Pouches will expedite the entry and exit of students. If the pouch is lost, YWCP will have to cover the cost. Other school districts are also using the pouch process. Expense of \$9K has been approved.
- A student representative to the BoT is forthcoming.
- Next parent meeting will be in November. Idonia Owens will send date to BoT.
- Facility is limiting growth. For example, need gym, library, etc. Bishop Academy may be an option.

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

- Audit: Providing last requested items prior to the report.
- State audit: Concluded in July but report is not available. Draft report will be provided for review of factual accuracy. Feedback is expected within 30 days. BoT needs to respond with corrective actions

within 90 days. Roberta McGinnis will work with IT director to put processes in place addressing any findings.

- Employee handbook is in final review with the attorneys.
- HR roles and responsibilities are under review to assess what will serve the school best. This will be shared with the executive committee so that a decision can be made by end of the year.
- Update on federal funds is on the drive. One of the grants has been spent. 24% of the ARP grant has been spent – we have until 2024 to spend the funds.

**X. Finance Committee: *Chuck Falcon***

- Investment strategy policy approval vote has been on-hold since May. Chuck Falcon shared it with the auditors expecting a vote at October 6, 2022 meeting. \$500K cash has been moved to an investment portfolio.
  - i. *Motion: Jennifer Allen*
  - ii. *Second: Julia Green*
  - iii. *All in favor*
- Ten-year celebration costs will be discussed offline. LaQuanna Sparkman will continue to coordinate events and activities in her current role. Jennifer Allen would like to see budget allocation for the activities.

**XI. Old Business: *All***

- Lauri Bonnell – Thank you for all your work! She will continue to oversee the gala. The Foundation board will start the process of looking for a replacement.
- Lauri Bonnell shared that table sales are not where we want them to be. Music will be provided by DJ and a band led by new music teacher. It will be a reunion for many people that have been involved with YWCP including current teachers.
- Student Leadership Network has invited three people from Rochester to attend their breakfast in NYC. If anyone wants to attend, please let Jennifer Allen know.
- Resolution related to employee stipend:
  - i. *Motion: Jennifer Allen*
  - ii. *Second: Chuck Falcon*
  - iii. *All in favor*

**XII. New Business: *Executive Session***

- *Motion to adjourn to Executive Session: Jennifer Allen*
- *Second: Julia Green*
- *All in favor*

**XIII. Adjournment**

- *Motion: Jennifer Allen*
- *Second: Jennifer Aronson-Jovcevski*

- All in favor

**XIV.** Next Meeting: [November 4, 2022 Friday, 8:00 – 9:30 AM](#)