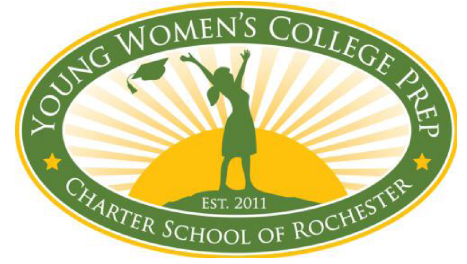


YWCP Board of Trustees Meeting

Date: Friday, January 6, 2023
Time: 8:00 – 9:30 AM
Location: 133 Hoover Drive



MINUTES

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

II. Roll Call: *Belimar Velazquez, Secretary*

First Name	Last Name	
Jennifer	Allen	X
Jennifer	Aronson-Jovcevski	X
Erin	Duffy-Kruss	excused
Charles (Chuck)	Falcon	X
Julia	Green	X
Belimar	Velazquez	X

Participants

Roberta	McGinnis	X
Nicole	Sinclair	X
Mike	Pasquarella	X
Abigail	Dennis	X

III. Communications to the Board - None

IV. Public speakers - None

V. Approval of the December 2022 Minutes: *Jennifer Allen*

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

VI. Executive Report: *Jennifer Allen*

- *Graduation date is on a Sunday. Please review flyer.*
- *March 10 – Cool Women, Hot Jobs. Planning a STEM focus for that date. Lauri Bonnell is still helping but need as much help as possible.*
- *10-year of celebration. LaQuanna provided a report. Need to determine what will be accepted from the proposal of events.*
- *Mid-year reflections:*
 - *OUR WHY: our young ladies are the reason why we are here.*

- *BoT roles and responsibilities: Governance, policy development, monitor progress, strategic plan, legal compliance.*
- *Governance responsibilities reviewed.*
- *NYSED report – Yellow means there is opportunity in these areas: student performance, and enrollment, recruitment, and retention.*
- *At the last charter school convening in the Rochester area, dashboards were reviewed. Charter schools are looking to leverage best practices and sharing dashboards. Ms. Idonia Owens has been tasked to look at developing a dashboard with her staff. YWCP shared 3 dashboards that have been used in the past.*
- *Refresh of strategic priorities: focus on the yellow areas on the report card. In addition, need to develop the 3-5 year strategic plan. There are also some long-term goals that need to be addressed such as securing or building a larger facility. Chuck and Erin have been exploring facilities options.*
- *Purchase of 15-passenger van is on hold – this could be a partnership opportunity with other charter schools.*
- *E3 organization could be a great partnership for financial support.*
- *Principal search: two candidates will be onsite on Monday, January 9 doing interviews with stakeholders.*

VII. Governance Committee: Jennifer Jovcevski

- Meeting with Peter Carpino has been rescheduled to address and rebuild governance.
- Peter Carpino will provide a new Statement of Work to reflect the change from the original contract.

VIII. Principal's Report: Idonia Owens, Interim (Ms. Sinclair and Mr. Pasquarella presented on behalf of Ms. Owens)

- Addressing two key areas: student performance and recruitment.
- January regents are coming up. About 30 students will take the regents. Special appeal is still in place. However, some students are retaking it to increase score.
- Open positions: English 3, Math, and Science. Positions are advertised at Nazareth, RIT and St. John Fisher
- We now have a year's worth of data around Regents. An action plan was submitted to the state. The two areas needing attention are: data analysis and academic support. 7th and 8th graders are coming in performing at a Level 1 and 2. ELA and Math lab are now offered to the students that need more intervention. All 7th graders have ELA lab every single day. All 8th graders have ELA lab every other day. Math lab is also offered every other day. Labs are conducted in small groups using iReady to collect the data needed. The data helps to break it down by skill area for each grade. Focus on the students that are at 3rd – 5th grade level. Another area of focus is independent reading. 75% of 8th graders are not proficient.
- Benchmark assessments conducted from January 30 to February 10 are being used to understand baseline. The data will be used to plan Saturday programming.

- Graduation projections: 49 seniors. 24 projected to get Regents diploma. 20 students are projected to get Regents Diploma with Advanced Designation.
- Benchmark 9 – headed by Ms. Mia Sinclair. Recruitment is being addressed by aggressive advertising. Enrollment has gone down from 374 last year to 350 currently. 49 students with IEP in 2022 to 30 in 2023.
- Enrollment factors for decrease: students moved back to home country, are being homeschooled, moved out of state or out of the city into the suburbs.
- 7th grade students: 63 enrolled; 8th grade: 65 enrolled; 9th grade: 54 enrolled; 10th grade: 63 enrolled; 11th grade: 54 enrolled; 12th grade: 51 enrolled
- Jennifer A. requested a monthly update of enrollment.
- Panorama SW shows attendance and student data.
- Franklin shooting: wellness team mobilized before students who were on the bus and witnessed the shooting arrived at school. Wellness team met with students.
- Good representation by students and Dr. Hatley at the radio show with Evan Dawson.
- Dr. Hatley is bringing great connections such as a partnership with University Women.
- Students are receiving great offers including full scholarships.

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

- Response to state audit has been submitted.
- Once we receive the final report, we have 90 days to resolve issues.
- Next month: update to grants. For some grants, we have until September 2024.
- HR job – description has been posted in the shared folder. Also, job will be posted externally this month.
- Form 990 – needs to be approved.
 - i. Motion: Julia Green
 - ii. Second: Jennifer Aronson-Jovcevski
 - iii. All in favor

X. Finance Committee: *Chuck Falcon*

- *Financial report: enrollment as of end of November was 348 which is the cutoff – this is an ongoing concern.*
- *Finance committee meeting later this month. Forecast will be shared. Also, will review lease contract to understand termination provisions. Chuck will invite Erin to the meeting.*

XI. Student Representative: *Abigail Dennis*

- Joined the meeting a little late.
- Interested in technology, also likes reading and gaming.
- Full scholarship and \$60k to RIT – will be attending for game design and development.
- Need more computer exposure in the school.

XII. Old Business: *All*

XIII. Adjournment to Executive Session

- Motion: Jennifer Allen
- Second: Jennifer Aronson-Jovcevski
- All in favor

XIV. Meeting Adjournment

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

XV. Next Meeting: [Friday, February 3, 2023, 8:00 – 9:30 AM](#)