

**YWCP Board of Trustees Meeting**

Date: Friday, May 5, 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*

***BoT Attendance*** ***May 5 2023***

<b><i>First Name</i></b>	<b><i>Last Name</i></b>	
<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>Excused</i>
<i>Charles (Chuck)</i>	<i>Falcon</i>	<i>x</i>
<i>Julia</i>	<i>Green</i>	<i>x</i>
<i>Belimar</i>	<i>Velazquez</i>	<i>x</i>
<i>Maria</i>	<i>Cruz</i>	<i>x</i>
<i>Sarah Laine</i>	<i>Tufano</i>	<i>x</i>

***Participants***

<i>Lauri</i>	<i>Bonnell</i>	<i>x</i>
<i>Roberta</i>	<i>McGinnis</i>	<i>x</i>
<i>Nicole</i>	<i>Sinclair</i>	<i>x</i>
<i>Mike</i>	<i>Pasquarella</i>	<i>x</i>

- III. Communications to the Board - None
- IV. Public speakers - None
- V. Approval of the March (April folder) and April 2023 BoT Minutes: *Jennifer Allen*
  - March 2023 Minutes
    - i. Motion for approval: Jennifer Allen

- ii. Second: Jennifer Jovcevski
- iii. Abstain: Julia Green
- April 2023 Minutes
  - i. Motion: Jennifer Allen
  - ii. Second: Julia Green
  - iii. All in favor for April minutes approval

**VI. Executive Report: *Jennifer Allen***

- **Update on principal search:** Debrief will happen May 5 on candidate search.
- Volunteer needed for Charter School convening. The meeting will take place from 8:30 – 10:30 AM on May 11, 2023. Jennifer Allen will be attending. If interested, please reach out to Jennifer Allen.

**VII. Governance Committee: *Jennifer Aronson-Jovcevski***

- **The Carpino Group SOW**

- i. Role of government chair will be largely supporting Peter Carpino in structuring roles and responsibilities for executive committee and committee chair. Peter will serve as lead staff for the governance committee until the end of the year in the restructuring of the board and the bylaws. He provided a list of potential board members for current board members to reach out to the appropriate people based on skills needed. Peter will review the onboarding process and update the necessary documentation. Recommendation is to invite Peter to the board meeting as an advisor. He will also help with communications with the new principal. The total fee for the entire year is \$7,500.
- ii. Question regarding payment: attendance to board meetings will be included in the fee. Peter Carpino will not participate regularly in Executive Committee meetings unless invited as a special guest.
- iii. Recommendation is to establish an NDA with Peter Carpino.
- iv. Fee will have to be included in the budget for 2023-2024 school year.
- v. Recommendation is to ensure there is a time limit to the governance advisor role.
- vi. Peter Carpino will be able to advise on strategic plan after the school leader is in place and the governance work is completed. However, budget for the consulting effort for strategic planning will have to be taken into consideration.
- vii. \$25K is allocated for the total consulting agreement for the upcoming school year. The \$7.5K is part of the \$25K. A conversation with Peter Carpino may help establish priorities. ~~Unbudgeted expenses above \$5K need to be brought back to the board for approval.~~ All purchases over \$10,000 are approved by the Board Treasurer for budgeted items and over \$2,000 for unbudgeted items.
- viii. Strategic plan is critical given that YWCP is in year 2 of the five-year renewal. An option may be to start the strategic planning earlier if the governance work is completed earlier.

**ix. VOTE for approval: The Carpino Group SOW**

1. Motion: Jennifer Aronson-Jovcevski
2. Second: Chuck Falcon
3. Approved pending NDA being established

● **VOTE: Final resolution, Maria Cruz – NYSED Approval**

*The YWCP Board of Trustees, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or federal criminal history, or having provided such history to SED if found, has voted Maria Cruz as a final candidate to its Board of Trustees, with a term expiring on May 5, 2026. The resolution approving Maria Cruz is formally adopted.*

- i. Motion: Jennifer Aronson-Jovcevski*
- ii. Second: Julia Green*
- iii. All in favor*

● **VOTE: Final resolution, Sarah Tufano – NYSED Approval**

*The YWCP Board of Trustees, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or federal criminal history, or having provided such history to SED if found, has voted Sarah Tufano as a final candidate to its Board of Trustees, with a term expiring on May 5, 2026. The resolution approving Sarah Tufano is formally adopted.*

- i. Motion: Jennifer Aronson-Jovcevski*
- ii. Second: Julia Green*
- iii. All in favor*

● **Proposed board slate**

- i. Slate**
  - 1. Chair: Ghislaine Radegonde-Eison**
  - 2. Vice Chair: Julia Green**
  - 3. Treasurer: Charles Falcon**
  - 4. Secretary: Sarah Tufano**
- ii. Given that Ghislaine R-E is not NYSED approved, proposed next steps is to delay the vote until the June meeting.**
- iii. It is critical that we have quorum at the June 2023 meeting for the vote to take place.**

**VIII. Principal report: Nicole Sinclair, Mike Pasquarella**

- Monday, May 1 – Superintendent Day with presentation about Trauma Informed Practices and discussion about Cultural Responsive Teaching. Teachers participating in a painting activity.
- Wellness Update – Three cohorts are in place for this year. 20 students were referred to free counseling services for up to 6 sessions. Panorama: students complete social/emotional assessment.
- ELA – some students have option to opt-out.
- 37% of students are in critical state in terms of attendance. Several strategies in place to address issues. These students are also being helped academically.
- Enrollment: 36 offers out. 31 accepted. 146 are waitlisted – varies by grade based on cap.
- Graduation: Current number of seniors in jeopardy – 9. 5 out of the 9 are not attending regularly – these students were impacted by COVID in 9<sup>th</sup> grade. 2 of the 9 will probably make it by the May graduation. The rest may make the August graduation. 2 of the 9 students are EL which may impact the English regents. Learning recovery is being put in place to help these students and all students that need the skills. Credit recovery is also being put in place for seniors that have failed a course – meetings happen twice a week. The goal is to make sure students have the skills to succeed after graduation.
- Honor roll: 114 students being recognized.
- Award ceremony: Friday, May 26 from 9:15 AM – Noon
- Thursday, June 1<sup>st</sup>: 7<sup>th</sup> & 8<sup>th</sup> grade trip while others are taking Regents exams.
- Last day of classes is June 9<sup>th</sup>.
- Board help:
  - i. Participate in school events
  - ii. Continue to attract best teacher candidates
  - iii. Increase marketing efforts
  - iv.

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

- **VOTE: Academic Calendar (April Folder):** Calendar is fully aligned with RCSD. Extra days that were part of the Academic Calendar in the past to help the students acclimate have been removed. Proposal is to review calendar, transportation costs, food service (and other potential costs), and teachers' contracts to see if more days could be added.
  - i. Vote will be taking place at the June meeting after additional review for the proposed changes.
- School day hours on Fridays may be longer due to transportation constraints which is different than RCSD.
- Making change to the calendar is a heavy lift given that the school will have a new Principal and Assistant Principal and teacher recruiting is a challenge.

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

- Preliminary budget is available – please review. Full and formal approval is needed in June.
- **VOTE:** M&T Financial Product (Money Rate Sweep) – Vote will take place via email.

**XI. Foundation, Laurie Bonnell**

- Supported College Day by engaging with volunteers.

**XII. Old Business: All**

**XIII. Adjournment**

- **Motion to adjourn:** Jennifer Allen
- **Second:** Belimar Velazquez
- All in favor

**XIV. Next Meeting:**

- May be rescheduled due to potential lack of quorum