

YWCP Board of Trustees Meeting

Date: Friday, June 9, 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

June 9
2023

BoT Attendance

First Name	Last Name	
Jennifer	Allen	X
Jennifer	Aronson-Jovceviski	X
Erin	Duffy-Kruss	X
Charles (Chuck)	Falcon	X
Julia	Green	
Belimar	Velazquez	X
Maria	Cruz	X
Sarah Laine	Tufano	X

Participants

Lauri	Bonnell	X
Roberta	McGinnis	X
Idonia	Owens	X
Ghislaine	Radegonde-Eison	X
LaQuanna	Sparkman	X
Ashara	Baker	X

III. Communications to the Board: To be discussed in Executive Session.

IV. Public speakers: Ashara Baker, NYS Director on behalf of Parents Advocacy

- The group is building programs, events and legislation for parents that need help with interventions such as dyslexia and other learning disabilities. This was one of the first groups creating math legislation with government. Students are part of the process. They are seeking local representation.
- Bringing back the event Roc Parents United. Workshops will include: understanding special education rights, fatherhood training, reading skills. Materials will be distributed in August.

V. Approval of the May 2023 BoT Minutes: Jennifer Allen

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

VI. Executive Report: *Jennifer Allen*

- Executive report in the Google drive
- Incoming principal: Dr. Weber. Great leader that will help the school transition to the next level. She starts on June 20. Thank you to the team that participated in the selection committee. Thank you to Dr. Owens for fulfilling her commitment to the school as Interim Principal.
- Student Leadership Network (SLN) MOU: Provide mentoring and coaching to the new principal in the context of the mission of the school and the network. Proposal from SLN has been received.
 - i. Fee associated with proposal: \$28K in addition to annual network fee
 1. Motion to approve spend: Jennifer Allen
 2. Second: Sarah Tufano
 3. All in favor

VII. Governance Committee: *Jennifer Jovcevski*

VOTE: Proposed Slate: YWCP Board of Trustees 2023-24

- Chair: Julia Green*
- Vice Chair: Julia Green
- Treasurer: Charles Falcon
- Secretary: Sarah Tufano

***Once approved by NYSED, the Board will need to vote for Ghislaine Radegonde-Eison to serve**

- Motion to approve board slate: Jennifer Jovcevski
- Second: Jennifer Allen
- All in favor
- Governance committee will take on orientation of the new Executive Committee along with Peter Carpino. New board members are invited to connect with more senior BoT members to learn more about the organization.
- This is Jennifer Jovcevski's last board meeting. Thank you for her contribution to the board and the Governance Committee.

VIII. Principal Update: *Idonia Owens, Interim Principal*

- **Graduation:** 43 out of 49 seniors ready for graduation. The seniors in jeopardy are being helped so they can meet either the June or August graduation. Graduation is June 25 at Nazareth.
- Honor student celebration was recently hosted.
- Middle school students participated in activity at Ontario Beach Park. Other students participated at Darien Lake.
- Registration: 36 offers out. 31 accepted. 13 registrations in process. 2 offers completed. The form is 7-pages long which is a state approved process. Registration table will be hosted at the Public Market. Flyers distributed to churches and community organizations.
- Dr. Owens is thankful for the opportunity. Working with students and teachers will be missed.

- Transition document in the drive – please feel free to contribute to the document.
- Ms. Nicole Sinclair has accepted a Principal position of Northwell High School. Congratulations!
- Dr. Sparkman asked to meet with the new Principal and to share the Director report.

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

- **VOTE: Academic Calendar (April Folder)**

- i. Students used to start earlier in the calendar year. Jennifer Allen asked to reconsider in the future even though the academic calendar remains unchanged.

- 1. Motion to approve Academic Calendar: Jennifer Allen
 - 2. Second: Chuck Falcon
 - 3. All in favor

- **VOTE: Employee Handbook 2023- 24**

- i. Small changes were made for consistency of titles and naming of culturally sensitive holidays.
 - ii. Language to the sexual harassment policy will be made soon.

- 1. Motion to approve the Employee Handbook pending sexual harassment section:
Jennifer Allen
 - 2. Second: Chuck Falcon
 - 3. All in favor.

- **VOTE: Prelim Budget**

- i. Need to discuss salaries in Executive Section first
 - ii. \$11K in leasing increased
 - iii. \$28K contractual services increased
 - iv. Increases will result in a \$237K deficit

X. Finance Committee: *Chuck Falcon*

- **VOTE: M&T Financial Product (Money Rate Sweep)**

XI. YWCP Foundation: Executive Director or Delegate

- Still working on transition to a new chair
- October 25: Leadership breakfast

XII. Old Business: *All*

- Ms. Cruz held two meetings with parents that are willing to lead a parent engagement committee. Parents will bring reports to the board. It is important to touch base with Governance Committee to ensure committees are strategically aligned.
- Need to have Audit Committee as per requirement.

XIII. Adjournment

- Motion to adjourn to Executive Session: Jennifer Allen
- Second: Belimar Velazquez

XIV. Executive Session

- Salary increase:
 - i. Motion to accept salary increases: Jennifer Allen
 - ii. Second: Jennifer Jovcevski
 - iii. All in favor

XV. Budget Approval

- Motion to approve budget: Chuck Falcon
- Second: Jennifer Allen
- All in favor

XVI. Adjournment

- Motion: Jennifer Allen
- Second: Belimar Velazquez
- All in favor

XVII. Next Meeting: [Friday, July 7, 2023, 8:00 – 9:30 AM](#)