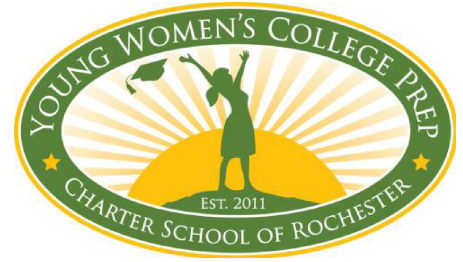


YWCP Board of Trustees Meeting

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



MINUTES

I. Call to Order: *Julia Green, Interim Chair*

II. Roll Call: *Sarah Tufano, Secretary*

BoT Attendance - September 8, 2023

Name	Attendance
Erin Duffy-Kruss	
Charles Falcon	X
Julia Green	X
Belimar Velazquez	X
Maria Cruz	X
Sarah Tufano	X

BoT Participants - August 4, 2023

Name	Attendance
Roberta McInnis	X
Lauri Bonnell	
Sheri Webber	X
Ghislaine Radegonde-Eison	X
LaQuanna Sparkman	
LaSonia Green	

III. Public speakers: None.

IV. Approval of the August 2023 BoT Minutes: *Sarah Tufano*

- Motion: Chuck Falcon
- Second: Julia Green
- All in favor

V. Communications to the Board:

- Binder donation drive from Nixon Peabody – Sarah will follow up on office materials
- Sarah and Ghislaine will plan to attend the Rochester Charter Board Convention on September 28
- Appeals from parents discussed in executive session

VI. Executive Report: *Julia Green, Interim Chair*

- Student Leadership Network Affiliation Agreement:
 - Same agreement as before and has been budgeted for each year
 - YWCP has a history with this program (relates to how YWCP was founded), and has participated every year
 - Cost is not exorbitant
 - Helps coordinate Leadership Breakfast, other events, and other support/resources
 - VOTE: Approval of Affiliation Agreement
 - Motion: Julia
 - Second: Maria
 - All in favor
- Student Leadership Network Support Proposal:
 - New offer for us because we have a new principal
 - Provides coaching sessions, networking with other principals, other resources
 - Significantly more costly - \$28k (perhaps we can ask to pro-rate as the school year has already started)
 - Difficult to know at this point what resources will be useful, but may be helpful as new principal transitions to charter school environment
 - Julia/Sheri will plan to reach out to them with questions, and can hold email vote if necessary

VII. Principal Update: *Sheri Webber, Incoming Principal*

- Curriculum:
 - Working on developing a new school curriculum
 - Organizing a new Google drive to keep everything orderly
- Parent Newsletter:
 - Sent first newsletter to parents through Power School platform
 - Will send copy to board members
- Social Media platforms:
 - Finally granted access
 - Currently working on updating the platforms
- Additional new platforms:
 - Raptor – for school security
 - Vector – online platform for mandatory NYS training
 - Parent Square – platform for communications with parents, containing parent portal

iv. Power School – another platform for communications with parents

VIII. Governance Committee:

- Carpino Proposal – Julia will get in touch with Peter Carpino about securing his assistance with governance committee responsibilities
- VOTE: Final Resolution, Ghislaine Radegonde-Eison – NYSED Approval

NOW, therefore, the YWCP Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, has voted to select Ghislaine Radegonde-Eison as members to its Board of Trustees, with a term expiring on 3 years from the date of NYSED approval, pending approval by NYSED. The resolution approving Ghislaine Radegonde-Eison is adopted upon NYSED's approval.

- i. Motion: Julia Green
- ii. Second: Sarah Tufano
- iii. All in favor

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

- Open positions:
 - i. Three teachers resigned in August
 - ii. All three positions have already been filled
 - iii. 8-10 new employees total, no vacancies
- Audit:
 - i. Audit began this week and is underway
 - ii. May require an email vote after the October meeting
 - iii. Sarah will send Roberta the current BoT roster, including end dates of each member
- Report:
 - i. Concluded second COVID grant, fully expensed, and the final report is due October 15
 - ii. ARP grant is 43% expensed, some amendments made, and ends September 2024
 - iii. Staff trainings on sexual harassment and cybersecurity
 - iv. Need to update disaster recovery plan

X. Finance Committee: *Chuck Falcon*

- Post-Audit Meeting set to occur in October
- Financials:
 - i. July financials are available in the Google Drive, show no surprises
 - ii. Began the M&T Bank sweep, which brings in \$122/day

XI. YWCP Foundation: *Lauri Bonnell, Interim Executive Director*

- None

XII. Old Business: *All*

- Ask Kevin Quinn of Whiteman Osterman & Hanna LLP for the most updated copy of the board policy manual in word format, because it contains the employee handbook
- Sarah to gain administrative access to YWCP website to update website with board calendar and minutes
- Maria to send contact information for website designer

XIII. Executive Session

- Motion to adjourn to executive session: Julia Green
 - i.* Second: Maria Cruz
 - ii.* Abstentions: none
 - iii.* All in favor
- Motion to exit executive session: Julia Green
 - i.* Second: Sarah Tufano
 - ii.* Abstentions: none
 - iii.* All in favor
- **VOTE: Upholding YWCP's decision regarding expulsion of two students**
 - i.* Motion: Julia Green
 - ii.* Second: Sarah Tufano
 - iii.* Abstentions: none
 - iv.* All in favor

XIV. Adjournment of Meeting

- Motion to adjourn meeting: Julia Green
- Second: Sarah Tufano
- Abstentions: none
- All in favor

XV. Next Meeting: [Thursday, October 5, 2023, 6:00 – 7:30 PM](#)