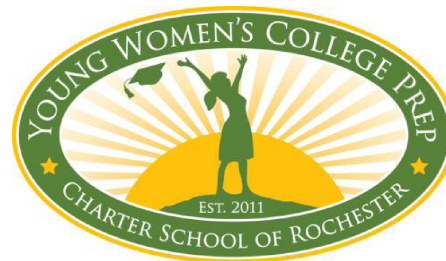


YWCP Board of Trustees Meeting

Date: Friday, December 1, 2023

Time: 8:00 – 9:30 AM

Location: 133 Hoover Drive



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

II. Roll Call

- Erin Duffy-Kruss submitted resignation. The board thanks her for her service!

First Name	Last Name	
Erin	Duffy-Kruss	Resigned
Charles (Chuck)	Falcon	X
Julia	Green	X
Belimar	Velazquez	X
Maria	Cruz	Excused
Sarah Laine	Tufano	Excused

Participants		
Roberta	McGinnis	X
Ghislaine	Radegonde-Eison	X
Amy	Sullivan	X
Sherri	Webber	X

III. Approval of the October 2023 BoT Minutes

- Postponed due to lack of quorum

IV. Secretary Updates/Communications to the Board

- Redlined and clean version of Board Policy Manual added to Google Drive for voting
- Rochester Charter Board Convening @ Thu Dec 14, 2023 8:30am - 10:30am (virtual)
 - Julia Green and Chuck Falcon attending

V. Public speakers: *None*

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

- No report

VII. Governance Committee

- VOTE:** Adoption of revised Board Policy Manual
 - Postponed due to lack of quorum
 - Chuck made changes to the policy. Changes were made to align with updated credit card process (pages 36 & 47). Document provided by

attorneys. Changes may also be required to be aligned with employee handbook.

- **VOTE:** Ghislaine's appointment to Board
 - i. **Motion:** Julia Green
 - ii. **Second:** Belimar Velazquez
 - iii. All in favor
- **VOTE:** Ghislaine's appointment to Board Chair
 - i. **Motion:** Julia Green
 - ii. **Second:** Chuck Falcon
 - iii. All in favor
- **VOTE:** Julia Green's appointment to Board Vice Chair
 - i. **Motion:** Belimar Velazquez
 - ii. **Second:** Chuck Falcon
 - iii. All in favor

VIII. Principal Update: *Sheri Webber, Principal*

- Enrollment at 350. Opened spots for 7-10th grade. Tuesday is the Senior Blazer Ceremony at 11 AM. Board is
- June 23, 2024 graduation, 2 PM ceremony
- August 20, 2024 graduation @ YWCP – 16 seniors will not be ready for graduation in June
 - i. Every student has a first period class to move closer to graduation
 - ii. Leadership team met with the senior class and set expectations
 - iii. Principal and counselor had individual meetings with the 16 students and communications have gone out to parents
 - iv. Juniors that are behind are also being addressed
 - v. Summer school is also being changed to make sure students can get credits. Staff will also spend time developing curriculum.
- School health fair conducted
- School activities: Fall spirit week, Homecoming Ball, Seniors went to REOC, field trips conducted – photography coming up next.
- Trying to partner with REOC to get students to attend earlier than their requirements.
- Ghislaine talked to admission officer who has tried to establish relationship with the school. Will now make the connection.
- Trying to get alums that have gone to college to talk to seniors and/or entire school

- Plans are being put in place to expose students to colleges early on
- Plans are also being put in place to get more dual enrollment programs. Two are currently in place through MCC. Syracuse University just accepted to partner in Forensics and Psychology. Ghislaine will connect Amy to Brockport to explore Media & Communications opportunity
- Professional development day in November. Fire department trained the faculty on how to address emergency situation.
- Finishing book study on December 1 for faculty.
- Parent-teacher activities conducted in November. Open house and specific families invited to attend 30-minute meeting. Another round will be done in March.
- Parent Square is up and running. Parents are appreciating the communication.

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

- Received 990 from auditors. Need to approve at January meeting after review by finance committee.
- Financials submitted to committee November 1.

X. Finance Committee: *Chuck Falcon, Treasurer*

- Committee met November 30 to review forecast for the balance of the year. The forecast is \$100K below forecast. Some expenses are higher such as transportation and security. East Irondequoit does not transport students to their home because Irondequoit dismisses students at 3:30 PM; YWCP dismisses students at 4:00 PM. Gates-Chili students also require transportation because the bus stop is over 6 miles away from their home. Transportation should be provided for students within 15 miles of the school.
- Income was lower due to lower student enrollment.
- For 2024-2025 budget, a challenge will be funding positions once the COVID grants expire in September 2024. Positions are absolutely required. Administration is looking at grants to continue funding positions.

XI. YWCP Foundation: *Executive Director or Delegate*

- No report

XII. Old Business:

- No report

XIII. Other

- Board will support breakfast for staff (50 people) on December 8, 8:30 AM.

XIV. Adjournment

- *Motion:* Julia Green
- *Second:* Belimar Velazquez
- *All in favor*

XV. Next Meeting: Friday, January 5, 2023, 8:00 – 9:30 AM