

YWCP Board of Trustees Meeting

Date: Friday, January 5, 2024

Time: 8:00 – 9:30 AM

Location: 133 Hoover Drive



I. Call to Order: *Ghislaine Radegonde-Eison, Chair*

II. Roll Call

First Name	Last Name	
Ghislaine	Radegonde-Eison	X
Charles (Chuck)	Falcon	X
Julia	Green	X
Belimar	Velazquez	X
Maria	Cruz	X
Sarah Laine	Tufano	X

Participants		
Roberta	McGinnis	X
Laquanna	Sparkman	X
Sherri	Webber	X

III. Approval of the December 2023 BoT Minutes

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

IV. Secretary Updates/Communications to the Board

- Redlined and clean version of Board Policy Manual added to Google Drive for voting, after making some more changes
- Outside legal counsel has reviewed and proposed these edits
- Rochester Charter Board Convening @ Thu Dec 14, 2023 8:30am - 10:30am (virtual)
 - i. Julia Green and Chuck Falcon attended and found it to be helpful and productive
 - ii. One topic in particular focused on the State's proposed changes to Special Education funding, and the opportunity for Charter Schools to comment on the proposal – Board may wish to give comments and concerns
 - iii. School of Choice carnival set for February 10th at the Science Museum (snow date is March 9th) – YWCP is planning to attend

- iv. Discussed how to market schools to address primary concerns about enrollment and taking money from RCSD
- v. Next meeting is March 14 @ 8:30-10:30 (also virtual) – proposed topic is financial management, so may be appropriate for Charles Falcon or Roberta McInnis to attend

V. Public speakers: *None*

VI. Executive Report: *Ghislaine Radegonde-Eison, Chair*

- Onboarding – Board would like to prepare some kind of onboarding process for new members
 - i. Assistance from the Carpino Group will be critical here to assist with member development, strengthening the board, recruiting new members, and onboarding new members
 - ii. Julia Green will follow up with Peter Carpino regarding Statement of Work and beginning engagement
- Executive Committee meetings– going to arrange a standard time for Executive Committee to meet monthly
- Recruitment
 - i. Laquanna Sparkman knows of potential candidates who may be interested
 - ii. Members can reach out to Jennifer Allen and Nixon Peabody to source additional candidates
 - iii. Carpino Group may be able to assist with recruitment as well
 - iv. Need to target potential board members with specific backgrounds to round-out the Board and assist with specific needs, such as finance, commercial real estate, and project management
 - v. Board must also represent the diversity of the school population

VII. Governance Committee

- **VOTE:** Adoption of revised Board Policy Manual
 - i. Postponed due to lack of quorum

VIII. Principal Update: *Sheri Webber, Principal*

- Started a food pantry for students with food insecurity, and received donations from Wegmans, teachers, and other students
- YWCP Foundation is working on applying for grant money to support the food pantry
- Website has been updated and is compliant with NYSED rules

- Would like to explore new branding opportunities to re-vamp YWCP's logo
- Would also like to work on revising and updating the mission statement
- Recruitment is going well, with applications already being submitted for the 2024-25 school year
- Plans for advertising on 10 buses, 4 bus stops, and the bus transit center, as well as tabling in Greece Mall
- Enrollment is right on the cusp, with a few pending applications and a few new students joining
- Real estate – need to explore moving to a larger building, or taking over other half of building if Discovery Charter School is looking to move

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

- Desk audit is coming up, and will be completed and submitted by February 1, 2024

X. Finance Committee: *Chuck Falcon, Treasurer*

- Updated financial report contained in January 5, 2024 meeting folder
- No surprises or any unusual activity, and no concerns

XI. YWCP Foundation: *Executive Director or Delegate*

- No report

XII. Old Business:

- No report

XIII. Other

- Maria Cruz will need to temporarily attend Board meetings virtually while completing training for her new employment
- Maria Cruz may need to recuse herself from any discussions regarding applying for state funding for mental health, due to a potential conflict of interest with her new employment

XIV. Adjournment

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

XV. Next Meeting: Friday, February 2, 2024, 8:00 – 9:30 AM