Entry 1 School Information and Cover Page

Created: 06/29/2018 • Last updated: 11/01/2018

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer **(as of June 30, 2018)** or you may not be assigned the correct tasks.

a. SCHOOL NAME

(Select name from the drop down menu)

ROSALYN YALOW CS (REGENTS)

b. CHARTER AUTHORIZER (As of June 30th, 2018)

(For technical reasons, please re-select authorizer name from the drop down menu).

Regents-Authorized Charter School

c. DISTRICT / CSD OF LOCATION

NYC CSD 9

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	116 E 169th Street New York, NY 10452	[redacted]		

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Alec Diacou
Title	Founder and Executive Director
Emergency Phone Number (###-###-####)	[redacted]

e. SCHOOL WEB ADDRESS (URL)

http://www.yalowcharter.org/

f. DATE OF INITIAL CHARTER

06/2014

g. DATE FIRST OPENED FOR INSTRUCTION

09/2015

h1. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The Rosalyn Yalow Charter School will eliminate the learning achievement gap for urban children—including special needs students and English language learners— by using an engaging and demanding curriculum to graduate all students at or above grade level in literacy and math.

h2. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Brief heading followed by a description of each Key Design Elements (KDE). KDEs are those general aspects of the school that are innovative or unique to the school's mission and goals, are core to the school's overall design, and are critical to its success. The design elements may include a specific content area focus; unique student populations to be served; specific educational programs or pedagogical approaches; unique calendar, schedule, or configurations of students and staff; and/or innovative organizational structures and systems.

Variable 1	Qualified Staff Focused on At Risk Students. There are a significant number of District 9 K-8 students who are economically disadvantaged, are in need of English language support, and have disabilities and/or require special Education. To support students with these risk factors, Yalow Charter School will provide licensed master social workers in each of the ten K-2nd grade classes.
Variable 2	Robust Response to Intervention. Yalow Charter School will rigorously address the needs of special education and ELL students by hiring a dedicated team of 5-11 special education and ELL teachers , who will be responsible for managing student caseloads—meeting with individual students and teachers to improve academic outcomes. In this way the school will be able to identify at-risk children and provide appropriate intervention for each of Yalow's educational programs. Yalow employs a director of assessment as the point person coordinating the prompt implementation of IEPs.
Variable 3	Quality Curriculum and Pedagogy. Yalow Charter School is committed to taking full advantage of the New York Common Core State Standards by utilizing recently developed cutting-edge curriculum. Yalow will adopt the Core Knowledge Foundation's Core Knowledge Language Arts (CKLA) program, recommended by the State Education Department for K-5, and the Singapore math program for K-5. CKLA teaches students decoding skills (phonics) and builds their language comprehension with vocabulary and

	concepts using frequent read-alouds. The school will pursue inquiry based science where students learn to investigate a question on their own, with teacher guidance. Finally, Yalow will implement regular arts and music instruction as well as chess and fencing.
Variable 4	High-Quality Collaborators. To add instructional expertise, Yalow Charter School has entered into relationships with high-quality local institutions, including the Bronx Arts Ensemble, which provides arts, music, and dance programs to over 50 schools in the Bronx, and a U.S. Olympic fencing team coach to provide fencing instruction. In addition, we work with Kasparov Chess Foundation to enter and compete in major chess tournaments throughout New York City and New York State and have three state championships in three different divisions.
Variable 5	Meticulous Data-Driven School. Continuous student assessment is critical to inform differentiated student instruction and evaluate teaching methods, teachers, and ultimately the performance of the school. Yalow will utilize the state-of-the-art STEP Literacy assessment system for literacy and the NWEA MAP system for math assessments of its students.
Variable 6	Comprehensive Professional Development. To bring out the best in teachers, Yalow Charter School plans for 20-25 days of professional development (including a Summer Teacher Workshop); bi-weekly planning meetings for teaching staff; and frequent curriculum development to fully utilize the American Museum of Natural History as an extension of our classrooms.
Variable 7	Team Teaching. Yalow Charter School will utilize a team teaching model that links an experienced teacher with a teacher with a social worker background in K-2 or a teaching fellow in the later grades. This two-person team, in conjunction with the school’s dedicated special education and ELL teachers supporting classroom teachers, will provide greater capacity for differentiated individual instruction and help for modifying small classroom-behavior problems before they become bigger.
Variable 8	Family Involvement. At Yalow Charter School, family involvement is critical to the educational experience. To initiate the family-school relationship, Yalow teachers will visit every new student’s

	home at the start of the school year. To achieve our extremely high expectations, it is crucial that families motivate their students to do reading homework, come to school alert and prepared, and follow the values we promote at Yalow. Finally, we encourage families to engage in the many special arts, music, chess, fencing, and science events during the school year.
Variable 9	Strong School Culture. Yalow Charter School believes that building student character (high ideals, high standards, and high expectations) is a key component of school culture as well as having good teachers. To this end, Yalow will have a school uniform policy for its students and insist on courteous behavior, and hard work. In our efforts to develop the whole child—and building student character—we will promote the disciplined activities of arts, chess and fencing from the start, letting our students know that equality of the mind is the only tenet we follow—everyone can compete, everyone can be successful at something.
Variable 10	Low Student/Teacher Ratio. The Yalow Charter School model maintains student/teacher ratios below 11:1 for it first five years of operation by limiting administrative staff and hiring 11 special education, ELL, and reading instructors to increase student achievement in earlier grades. Extended School Day. Yalow Charter School will operate a 9-hour school day, 8 a.m. to 5 p.m., using staggered teaching schedules. Arts, music, chess, and fencing will take place in the school day. Most of our students will be financially disadvantaged, special education students, or English language learners who may also be entering kindergarten 1.5 years behind their peers in reading and math. The extended day will give our students the extra time to catch up academically. Homework is solely reading in grades K-2.

i. TOTAL ENROLLMENT ON JUNE 30, 2018 365

j. GRADES SERVED IN SCHOOL YEAR 2017-18

Check all that apply

Grades Served	K, 1, 2, 3

k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?	No

l1. FACILITIES

Does the school maintain or operate multiple sites?

	Yes, 2 sites

l2. SCHOOL SITES

Please list the sites where the school will operate for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site (K-5, 6-9, etc.)	Receives Rental Assistance	Rental Assistance for Which Grades (write N/A if applicable)
Site 1 (same as primary site)	116 E 169th St, New York, 10452	[redacted]	NYC CSD 9	1-4	Yes	1-4
Site 2	3490 Third Avenue Bronx, NY 10456	[redacted]	NYC CSD 9	K	Yes	K
Site 3						

l2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Alec Diacou	[redacted]		
Operational Leader	Monique Evans			
Compliance Contact	Monique Evas			
Complaint Contact	Alec Diacou			
DASA Coordinator	Donald Mabrey			

l3. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Alec Diacou	[redacted]		
Operational Leader	Monique Evans			
Compliance Contact	Monique Evans			
Complaint Contact	Alec Diacou			
DASA Coordinator	Donald Mabrey			

m1. Are any sites in co-located space? If yes, please proceed to the next question.

No

IF LOCATED IN PRIVATE SPACE IN NYC OR DISTRICTS OUTSIDE NYC

m3. Upload a current Certificate of Occupancy (COO) for each school site that is located in private space in NYC or located outside of NYC. Except for schools in district space (co-location space), school must provide a copy of the annual fire inspection report.

Site 1 Certificate of Occupancy (COO)

https://nysed-cso-reports.fluidreview.com/resp/17304154/yFPTXS6fVy/

Site 1 Fire Inspection Report

https://nysed-cso-reports.fluidreview.com/resp/17304154/nBJtmqxAKU/

Site 2 Certificate of Occupancy

https://nysed-cso-reports.fluidreview.com/resp/17304154/v5TvJTPScU/

Site 2 Fire Inspection Report

https://nysed-cso-reports.fluidreview.com/resp/17304154/PdADm5zTLD/

Site 3 Certificate of Occupancy

(No response)

Site 3 Fire Inspection Report

(No response)

n1. Were there any revisions to the school's charter during the 2017-18 school year? (Please include approved or pending material and non-material charter revisions).	Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Other	The school revised its charter to include a 2nd facility for Kindergarten students.	November 21, 2017 (approval of initial revision); June 4, 2018 (approval of final revision)	June 7, 2018
2	Change in student/family handbook	The school made revisions to the Student and Family Handbook	November 21, 2017 (approval of initial revision); June 19, 2018 (approval of final revision)	Pending
3				
4				
5				

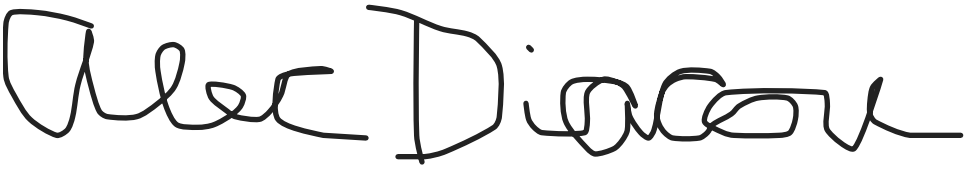
o. Name and Position of Individual(s) Who Completed this Annual Report.

Letta Belle, Principal; Alec Diacou, Executive Director

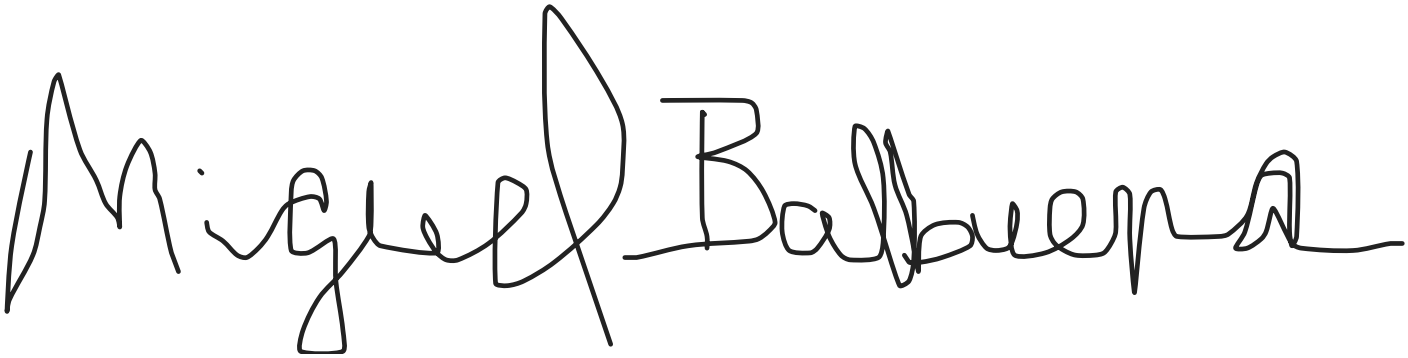
p. Our signatures (Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Check YES if you agree and then use the mouse on your PC or the stylist on your mobile device to sign your name).

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Date 2018/08/01

Thank you.

NYC BUILDINGS

Certificate of Occupancy

CO Number: 200399470F

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

A.

Borough: Bronx	**Block Number:** 02466	**Certificate Type:** Final
Address: 116 EAST 169 STREET	**Lot Number(s):** 17	**Effective Date:** 11/15/2005
Building Identification Number (BIN): 2002858	**Building Type:** Altered	

For zoning lot metes & bounds, please see BISWeb.

B.

Construction classification:	OLD CODE: 3	**Number of stories:**	3
Building Occupancy Group classification:	G	**Height in feet:**	55
Multiple Dwelling Law Classification:	None	**Number of dwelling units:**	1

C.

Fire Protection Equipment:
None associated with this filing.

D.

Type and number of open spaces:
None associated with this filing.

E.

This Certificate is issued with the following legal limitations:
None

Borough Comments: None

Borough Commissioner

Commissioner

DOCUMENT CONTINUES ON NEXT PAGE

NYC BUILDINGS

Certificate of Occupancy

CO Number: 200399470F

Permissible Use and Occupancy

Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code habitable rooms	Building Code occupancy group	Zoning dwelling or rooming units	Zoning use group	Description of use
BAS	53	OG		G		3B 3A	RECREATION ROOM.
OSP				K			ACC. PARKING FOR 37 CARS.
001	71	OG		G		3B	OFFICES,UTILITIES TOILETS, BOILER RM, MAIN LOBBY, CLASSROOMS.
002	167	100		G		3B 3A	ASSEMBLY HALL, OFFICES, LOBBY,TOILETS..
002	109					3A	CLASSROOMS,PULL OUT INSTRUCTION ROOM.
003				J-3		3B	TOILETS
003	75	100	2	G J3		3A 3B	CLASSROOMS,TOILETS..
003	114					3B	OFFICE/LIBRARY.
003			2	J-3		3B	RECTORY.

END OF SECTION

Borough Commissioner

Commissioner

END OF DOCUMENT

FIRE DEPARTMENT

9 METROTECH CENTER BROOKLYN, N.Y. 11201-3857

BUREAU OF FIRE PREVENTION

Public Buildings Unit

DATE: 08.28.2018.

	PREMISES
The Roslyn Yalow Charter School 116 East 169th Street Bronx NY 10452	The Roslyn Yalow Charter School 116 East 169th Street Bronx NY 10452

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Buildings Unit conducted an inspection of the above-referenced premises on **12.27.17.**

XXX The inspection did not reveal any violations that FDNY's Public Buildings Unit is authorized to inspect and enforce.
Note: Re-inspection conducted on 08.23.2018 resulted in dismissal of Violation Orders E507665 , E507666 and E507664 issued on 12.27.2017.

_____The inspection resulted in issuance of violations of the Fire Code or other laws, rules or regulations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

_____As of XXXXXX documents were submitted to FDNY as proof of correction, and such correction was deemed acceptable to FDNY

_____The inspection, and a review of premises records, has disclosed that the premises may not be in compliance with the lawful occupancy established by the New York City Department of Buildings.

This letter shall not be construed to be a permit for, or an approval of the premises. FDNY does not certify that the premises is free from any violation for which it has not inspected, in accordance with its standard inspection protocols. This letter shall not prevent FDNY from inspecting the premises at a later date, requiring the correction of any deficiencies its finds at the premises, and/or issuing violations against the premises for conditions that do not comply with the Fire Code or other laws, rules or regulations.

Examined by: _____

Tomasz Korbas, Supervising Inspector, PBU

Certificate of Occupancy

CO Number: 220283556F

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

A.

Borough: Bronx	**Block Number:** 02609	**Certificate Type:** Final
Address: 3480 3RD AVE	**Lot Number(s):** 7501	**Effective Date:** 06/06/2013
Building Identification Number (BIN): 2118328	**Building Type:** Altered	

This building is subject to this Building Code: 1968 Code

For zoning lot metes & bounds, please see BISWeb.

B.

Construction classification: 1-C (1968 Code designation)

Building Occupancy Group classification: R-2 (2008 Code)

Multiple Dwelling Law Classification: HAEA

No. of stories: 12 **Height in feet:** 124 **No. of dwelling units:** 113

C.

Fire Protection Equipment:
None associated with this filing.

D.

Type and number of open spaces:
None associated with this filing.

E.

This Certificate is issued with the following legal limitations:
None

Borough Comments: None

Borough Commissioner

Commissioner

DOCUMENT CONTINUES ON NEXT PAGE

Certificate of Occupancy

CO Number: 220283556F

Permissible Use and Occupancy

All Building Code occupancy group designations below are 2008 designations.

[redacted]

Borough Commissioner

Commissioner

DOCUMENT CONTINUES ON NEXT PAGE

Certificate of Occupancy

CO Number: 220283556F

Permissible Use and Occupancy

All Building Code occupancy group designations below are 2008 designations.

Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
[redacted]						

Borough Commissioner

Commissioner

DOCUMENT CONTINUES ON NEXT PAGE

Certificate of Occupancy

CO Number: 220283556F

Permissible Use and Occupancy

All Building Code occupancy group designations below are 2008 designations.

Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
[redacted]						

THIS CERTIFICATE OF OCCUPANCY SHALL ALSO BE CONSIDERED A CERTIFICATE OF COMPLIANCE UNDER SECTION #301 OF THE MULTIPLE DWELLING LAW. THIS DEVELOPMENT IS PURSUANT TO THE QUALITY HOUSING PROGRAM ZR 28-01. THIS PROPERTY CONSISTS OF ONE (1) ZONING LOT (LOT 4) WITH TWO TAX LOTS (TAX LOTS 115 & 120). PARKING EASEMENT ARE FILED WITH CITY REGISTER CRFN#'S 2010000297966 2010000297967 NOTE: VACANT SPACE AT FIRST FLOOR SHALL NOT BE OCCUPIED UNLESS AN AMENDED CO IS OBTAINED. EXHIBIT I & III HAVE BEEN FILED AND RECORDED WITH THE DEPARTMENT OF FINANCE UNDER CRFN #2010000297955 AND CRFN #2010000297954 RESPECTIVELY. THERE SHALL BE TWO (2) PERMANENT ACCESSORY LOADING DOCKS AT 535 EAST 167TH STREET FILED UNDER APPLICATION #220036538 WITH A LOADING BERTH GROSS AREA OF 3,265 S.F. AND ONE (1) LOADING DOCK AT 3480 3RD AVE WITH A LOADING BERTH GROSS AREA OF 1,280 S.F. NOTE: ENTRANCE TO COMBINED PARKING GARAGE FOR 3462 & 3480 THIRD AVENUE IS LOCATED AT 3480 WHEREAS 3462 THIRD AVENUE HAS A TOTAL OF 76 SPACES & 3480 THIRD AVENUE HAS A TOTAL OF 50 SPACES; COMBINED TOTAL OF 126 SPACES.

END OF SECTION

Borough Commissioner

Commissioner

END OF DOCUMENT

FIRE DEPARTMENT

9 METROTECH CENTER BROOKLYN, N.Y. 11201-3857

BUREAU OF FIRE PREVENTION
Public Buildings Unit

08/28/2018

HABITOT 3480 THIRD AVENUE Bronx NY 10456	BIN: [redacted] DC ID: INSPECTION ID: FDNY ACCOUNT:

RE: **Fire Safety Inspection**
Inspection Date: 1/25/2018
Inspection Status: Compliant
Inspection Status Date: 01/30/2018
Facility Type: Group Day Care

To Whom It May Concern:

This is to confirm that the Public Buildings Unit of the Bureau of Fire Prevention of the New York City Fire Department (FDNY) conducted an inspection of the above-referenced premises for purposes of the above referenced facility's compliance with the New York City Health Code.

The inspection did not reveal any violations of the New York City Fire Code or other laws, rules or regulations enforced by the FDNY Public Buildings Unit as part of its standard inspection protocol.

This letter, and the aforementioned inspection and finding, do not:

1. Constitute a permit for, or otherwise authorize, occupancy of the premises as a Pre-Kindergarten, Day Care Facility or Summer Camp. Any and all permits required to operate such facilities must be obtained from the New York City Department of Health and Mental Hygiene, New York City Department of Buildings and/or other applicable governmental agency.

2. Constitute a certification that the premises are free of all hazards or in compliance with all applicable laws, rules and regulations.

3. In any way limit FDNY's authority to re-inspect the premises at any future time for purposes of enforcement of the Fire Code or other laws, rules and regulations enforced by FDNY.

Examined by:

Asnan N Riamoni
Supervising Inspector, PBU

Ronald Spadafora
Chief of Fire Prevention

Entry 2 NYS School Report Card Link

Last updated: 07/26/2018

ROSALYN YALOW CS (REGENTS)

1. CHARTER AUTHORIZER (As of June 30th, 2018) (For technical reasons, please re-select authorizer name from the drop down menu).	REGENTS-Authorized Charter School
2. NEW YORK STATE REPORT CARD **Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See https://reportcards.nysed.gov/).** **(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided).**	https://data.nysed.gov/reportcard.php?instid=800000083429&year=2017&createreport=1&allchecked=1&enrollment=1&avgclasssize=1&freelunch=1&attendance=1&suspensions=1&teacherqual=1&teacherturnover=1&staffcounts=1&naep=1&nysaa=1&nyseslat=1&elemELA=1&elemMATH=1

Entry 3 Progress Toward Goals

Created: 07/27/2018 • Last updated: 11/01/2018

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only. Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals by November 1st.

1. ACADEMIC STUDENT PERFORMANCE GOALS

If performance data is not available by August 1st, please state this in the last column and update by November 1st.

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	Indicate if data is not available. If/when available, Describe Efforts School Will Take If Goal Is Not Met
				To ensure this goal is met for the 2018-2019 school year, Yalow is implementing the following improvement strategies: • Monitoring and reviewing student performance monthly using unit assessment tools embedded within the CKLA curriculum • Strengthening student achievement based on teacher-created goals from STEP Literacy data • Increasing leadership oversight of literacy programs through weekly observations/ walk-throughs

Academic Goal 1	75% of students who have attended the school for at least one year will score at Levels 3 or 4 on the New York State ELA exam.	New York State ELA exam	Not Met	• Hard scheduling guided reading time during the day with the addition of mini schedule blocks to build targeted skills. For example, the first 15 minutes of the 45-minute Skills block is devoted to phonics and word work. • Strengthening teacher capacity in reading instruction through ongoing professional development and bi-monthly instructional coaching • Providing additional support using members of the RTI team to support K-4 scholars who perform well below grade level on assessments • Offering accelerated learning instruction on Saturdays for scholars performing below the 10th percentile beginning in the Fall 2018, utilizing skills assessments at the end of each cycle to evaluate the effectiveness of the program.
Academic Goal 2	Students will outperform CSD 9 students by 10%, as measured by the percentage at Levels 3 and 4 in the same grades on the state ELA exam.	New York State ELA exam	Met	
	Each year, each grade-level cohort of			

Academic Goal 3	students will reduce by one half the gap between the percentage at Level 3 and 4 on the previous year's state ELA exam and 75 percent at Level 3 and 4 on the current year's state ELA exam.	New York State ELA exam		Not Applicable. 2017-2018 was the first year RYCS administered the NYS ELA exam.
Academic Goal 4	75% of students who have attended the school for at least one year will score at Levels 3 or 4 on the New York State mathematics exam.	New York State mathematics exam	Not Met	To ensure this goal is met for the 2018-2019 school year, Yalow is implementing the following improvement strategies: • Systematically monitoring math instruction weekly by way of analyzing data from exit tickets, unit and interim assessments; • Continued implementation of the Lesson Study process to improve instructional practices • Utilization of summer curriculum mapping to fine tune scope and sequence • Continued use of the math lesson plan feedback form to improve instructional practices. • Monitoring data and assessments to inform instruction and develop a remediation curriculum • Providing additional support using members of the RTI team to support K-4

				scholars who perform well below grade level on assessments • Offering accelerated learning instruction on Saturdays for scholars performing below the 10th percentile beginning in the Fall 2018, utilizing skills assessments at the end of each cycle to evaluate the effectiveness of the program.
Academic Goal 5	Students will outperform CSD 9 students by 10%, as measured by the percentage at Levels 3 and 4 in the same grades on the state mathematics exam.	New York State mathematics exam	Met	
Academic Goal 6	Each grade-level cohort of students will reduce by one half the gap between the percentage at Level 3 and 4 on the previous year's state mathematics exam and 75 percent at Level 3 and 4 on the current year's state mathematics exam.	New York State mathematics exam		Not Applicable. 2017-2018 was the first year RYCS administered the NYS Math exam.
Academic Goal 7	75% of students who have attended the school for at least one year will score at Levels 3 or 4 on the New York State 4th grade science exam.	New York State 4th grade science exam		This goal is not yet applicable. In 2017-18, RYCS only enrolled students in grades K-3.
	Yalow students will outperform the local school district by 10%, as measured by the percentage at Levels 3 and 4 on the			

Academic Goal 8	state 4th grade science exam. Yalow students will outperform the local school district by 10%, as measured by the percentage at Levels 3 and 4 on the state 4th grade science exam.	New York State 4th grade science exam		This goal is not yet applicable. In 2017-18, RYCS only enrolled students in grades K-3.

2. Do have more academic goals to add? Yes

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 9	Each year, the school will attain a status of “In Good Standing” under the state’s accountability system.	New York State Accountability System	Met	
				This goal was met for Math. Therefore, to further support students in meeting this goal, RYCS will continue the flexible groups to facilitate learning for one period weekly. To meet the goal for Reading in the 2018-19 school year, the following efforts will be taken: • Guided reading will remain hard scheduled as an integral part of the reading program with the addition of mini schedule blocks to

Academic Goal 10	At the end of each year, the average percentile ranking will be at least 50% in reading and math.	NWEA MAP STEP Literacy	Not Met	build targeted skills. For example, the first 15 minutes of the 45-minute Skills block is devoted to phonics and word work with support from the RTI reading Intervention teacher as needed • The school will continue to strengthen teacher capacity in reading instruction through ongoing professional development and bi-monthly instructional coaching • We will continue to provide RTI supports to students performing below grade level outside of the classrooms in small groups with the additional support of reading intervention teachers in grades 1-2. • We will provide accelerated learning instruction on Saturdays for scholars performing below the 10th percentile beginning in the Fall 2018. Complete skills assessments at the end of each cycle to evaluate the effectiveness of the program.
				To ensure this goal is met for the 2018-2019 school year, the school has made a number of staffing changes, including: a) hired a Chief Data Officer to analyze all

				unit assessments and longitudinal data for students; b) revised the previous position of Literacy Coach to Literacy Interventionist and Coach to model small group instruction for teachers based on assessment data; and c) added a Dean of Students at our Third Avenue campus. Together, these steps will facilitate the completion of weekly grade level meetings with teachers, classroom observations/walk-throughs and ongoing teacher evaluations, and feed-back sessions. MATH • Systematically monitor math instruction weekly by way of analyzing data from exit tickets, unit and interim assessments; • Continue implementation of the Lesson Study process to improve instructional practices • Institute summer curriculum mapping to develop/review the scope and sequence • Continue use of the math lesson plan feedback form to improve instructional practices. • Monitor data and assessments to inform instruction
Academic Goal 11	At the end of each year, 100% of students will have achieved their growth target in reading and math based on mean growth in the latest norming study for students starting in the same 10 point Rasch unit (RIT) block.	NWEA MAP STEP Literacy	Not Met	

				and develop a remediation curriculum READING • Monitor and review student performance monthly using unit assessment tools embedded within the CKLA curriculum • Strengthen student achievement based on teacher-created goals from STEP Literacy data • Increase leadership oversight of literacy programs through weekly observations/ walk-throughs • Provide additional support using members of the RTI team to support K-4 scholars who perform well below grade level on assessments
Academic Goal 12				
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				

3. Do have more academic goals to add? No

4. ORGANIZATIONAL GOALS

2017-18 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				

5. Do you have more organizational goals to add? No

6. FINANCIAL GOALS

2017-18 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

Entry 4 Expenditures per Child

Last updated: 07/27/2018

ROSALYN YALOW CS (REGENTS)Section Heading

Financial Information

This information is required of ALL charter schools. Provide the following measures of fiscal performance of the charter school in Appendix B (Total Expenditures and Administrative Expenditures Per Child):

1. Total Expenditures Per Child

To calculate **'Total Expenditures per Child'** take total expenditures (from the unaudited 2017-18 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

Note: The information on the Schedule of Functional Expenses on pages 41–43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations: http://www.p12.nysed.gov/psc/AuditGuide.html

Line 1: Total Expenditures	6171301
Line 2: Year End FTE student enrollment	368
Line 3: Divide Line 1 by Line 2	16753

2. Administrative Expenditures per Child

To calculate **'Administrative Expenditures per Child'** To calculate "Administrative Expenditures per Child" first *add* together the following:

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2017-18 Schedule of Functional Expenses)

2. Any contracted administrative/management fee paid to other organizations or corporations

3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

Notes:
The information on the Schedule of Functional Expenses on pages 41–43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations: http://www.p12.nysed.gov/psc/AuditGuide.html.
Employee benefit costs or expenditures should not be reported in the above calculations.

Line 1: Relevant Personnel Services Cost (Row)	386728
Line 2: Management and General Cost (Column)	631857
Line 3: Sum of Line 1 and Line 2	1018585
Line 5: Divide Line 3 by the Year End FTE student enrollment	2765

Thank you.

ROSALYN YALOW CHARTER SCHOOL

BRONX, NEW YORK

AUDITED FINANCIAL STATEMENTS

REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS

AND

INDEPENDENT AUDITOR'S REPORTS

JUNE 30, 2018
(With Comparative Totals for 2017)

MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Rosalyn Yalow Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Rosalyn Yalow Charter School, which comprise the statement of financial position as of June 30, 2018, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Rosalyn Yalow Charter School as of June 30, 2018, and the changes in its net assets and its cash flows for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Rosalyn Yalow Charter School's June 30, 2017 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 10, 2017. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2017 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Report Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated September 26, 2018 on our consideration of Rosalyn Yalow Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Rosalyn Yalow Charter School's internal control over financial reporting and compliance.

Mengel, Metzger, Barr & Co. LLP

Rochester, New York
September 26, 2018

ROSALYN YALOW CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2018
(With Comparative Totals for 2017)

	June 30,	
ASSETS	2018	2017
CURRENT ASSETS		
Cash	$ 1,644,895	$ 1,029,970
Grants and other receivables	259,713	218,932
Prepaid expenses and other current assets	281,043	145,601
TOTAL CURRENT ASSETS	2,185,651	1,394,503
PROPERTY AND EQUIPMENT, net	320,178	306,460
OTHER ASSETS		
Deposits	405,690	23,070
Cash in escrow	75,000	50,000
TOTAL ASSETS	$ 2,986,519	$ 1,774,033
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	$ 132,143	$ 84,974
Accrued payroll and benefits	239,755	173,968
Deferred revenue	12,163	14,027
TOTAL CURRENT LIABILITIES	384,061	272,969
DEFERRED LEASE LIABILITY	-	183,333
NET ASSETS		
Unrestricted	2,598,458	1,313,731
Temporarily restricted	4,000	4,000
TOTAL NET ASSETS	2,602,458	1,317,731
TOTAL LIABILITIES AND NET ASSETS	$ 2,986,519	$ 1,774,033

The accompanying notes are an integral part of the financial statements.

ROSALYN YALOW CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2018
(With Comparative Totals for 2017)

	Year ended June 30,			
	2018			2017
	Unrestricted	Temporarily restricted	Total	Total
Operating revenue and support:				
State and local per pupil operating revenue	$ 6,864,568	$ -	$ 6,864,568	$ 4,508,012
Federal grants	403,819	-	403,819	421,822
State grants	159,864	-	159,864	124,805
Fundraising	9,731	-	9,731	9,729
Contributed goods and services	39,705	-	39,705	63,625
TOTAL OPERATING REVENUE AND SUPPORT	7,477,687	-	7,477,687	5,127,993
Expenses:				
Program:				
Regular education	3,861,367	-	3,861,367	3,294,054
Special education	1,271,160	-	1,271,160	722,065
Management and general	1,060,433	-	1,060,433	694,904
TOTAL EXPENSES	6,192,960	-	6,192,960	4,711,023
CHANGE IN NET ASSETS	1,284,727	-	1,284,727	416,970
Net assets at beginning of year	1,313,731	4,000	1,317,731	900,761
NET ASSETS AT END OF YEAR	$ 2,598,458	$ 4,000	$ 2,602,458	$ 1,317,731

The accompanying notes are an integral part of the financial statements.

ROSALYN YALOW CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2018
(With Comparative Totals for 2017)

		Year Ended June 30,							
		2018							2017
		Program Services			Supporting Services				
	No. of Positions	Regular Education	Special Education	Sub-total	Fundraising	Management and General	Sub-total	Total	Total
Personnel services costs:									
Administrative staff personnel		$ 455,986	$ 103,040	$ 559,026	$	$ 381,392	$ 381,392	$ 940,418	$ 700,804
Instructional personnel		1,747,837						2,384,681	
Non-instructional personnel		82,641			-			108,343	1,792,305
Total salaries and wages	13 37.5	2,286,464		2,384,681	-			3,433,442	2,615,705
			636,844		-				
Fringe benefits and payroll taxes	3.5 54.0	402,056		103,007	-		386,728	603,742	122,596 421,574
Retirement		13,183	20,366 760,250	3,046,714		5,336 386,728	5,336 68,002	19,796	8,375
Legal services					- -			133,319	13,704
Accounting/Audit services		-	133,684 -	535,740	-			151,445	171,801
Other Purchased/Professional/Consulting Services		158,025		17,566 225,918		68,002		252,646	151,122
Building and Land Rent / Lease		477,256	4,383		-	2,230 133,319	2,230 133,319	716,667	716,667
Repairs and maintenance		72,123	158,688		-	151,445	12,198	108,302	48,460
Insurance		16,756	5,571	-		26,728	26,728	25,162	24,575
Utilities			67,893 23,981	635,944	-	80,723	80,723	62,104	53,150
Supplies/Materials		132,779		96,104	-	12,198	6,995	161,429	52,980
Equipment/Furnishings		41,358 1,022	28,650	22,327	-		-		4,949
Staff development		91,014	13,751 20,829	55,109		2,835	2,835	1,535 113,765	87,715
Marketing/Recruitment		65,006	340 20,592	161,429	- -	6,995	173 9,895	95,746	98,510
Technology		61,930	20,845	1,363	-			92,998	79,511
Food service		1,124		111,843		173			792
Student services		19,072	241	85,851	- -	1,922	1,922 -	1,365 23,154	15,704
Office expense		22,197	4,083 7,580	82,522	- -	9,895 10,476	10,476 -	64,011	44,583
Depreciation and amortization				1,365				128,460	100,923
Other		- 2		23,154 29,577		34,434	128,460 34,434	3,872	223
		$ 3,861,367	$ 1,271,160	$ 5,132,527	$ -	$ 1,060,433	$ 128,460	$ 6,192,960	$ 4,711,023
					-	128,460			
			-	-	-	3,870	3,870		
			-	2					

The accompanying notes are an integral part of the financial statements.

ROSALYN YALOW CHARTER SCHOOL

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2018
(With Comparative Totals for 2017)

	Year ended June 30,	
	2018	2017
CASH FLOWS - OPERATING ACTIVITIES		
Change in net assets	$ 1,284,727	$ 416,970
Adjustments to reconcile change in net assets to net cash provided from operating activities:		
Depreciation and amortization	128,460	100,923
Donation of property and equipment	(39,705)	(55,255)
Changes in certain assets and liabilities affecting operations:		
Grants and other receivables	(40,781)	469,029
Prepaid expenses and other current assets	(135,442)	(94,386)
Deposits	(382,620)	-
Accounts payable and accrued expenses	47,169	32,971
Accrued payroll and benefits	65,787	123,515
Deferred revenue	(1,864)	1,885
Deferred lease liability	(183,333)	16,666
NET CASH PROVIDED FROM OPERATING ACTIVITIES	742,398	1,012,318
CASH FLOWS - INVESTING ACTIVITIES		
Purchases of property and equipment	(102,473)	(97,849)
Increase in cash in escrow	(25,000)	(25,000)
NET CASH USED FOR INVESTING ACTIVITIES	(127,473)	(122,849)
NET INCREASE IN CASH	614,925	889,469
Cash at beginning of year	1,029,970	140,501
CASH AT END OF YEAR	$ 1,644,895	$ 1,029,970

The accompanying notes are an integral part of the financial statements.

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Charter School

Rosalyn Yalow Charter School (the "Charter School") is an educational corporation that operates as a charter school in Bronx, New York. The Charter School engages its students in a process of inquiry. The students are equipped with the necessary skills to lead fulfilling personal and professional lives, including a developed sense of self, the ability to think in innovative and flexible ways, and the inspiration to make a positive impact on their community. On June 24, 2014 the Board of Regents of the University of the State of New York granted the Charter School a provisional charter valid for a term of five years and renewable upon expiration on June 30, 2020.

Financial Statement presentation

The financial statements of the Charter School have been prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America (GAAP). The Charter School reports information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets.

These classes of net assets are defined as follows:

Permanently restricted – Net assets resulting from contributions and other inflows of assets whose use by the Charter School is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the Charter School. The Charter School had no permanently restricted net assets at June 30, 2018 or 2017.

Temporarily restricted – Net assets resulting from contributions and other inflows of assets whose use by the Charter School is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the Charter School pursuant to those stipulations. The Charter School had $4,000 in temporarily restricted net assets at June 30, 2018 and 2017.

Unrestricted – The net assets over which the Governing Board has discretionary control to use in carrying on the Charter School's operations in accordance with the guidelines established by the Charter School. The Board may designate portions of the current unrestricted net assets for specific purposes, projects or investment.

Revenue and support recognition

Revenue from state and local governments resulting from the Charter School's charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement.

Revenue from federal, state and local government grants and contracts are recorded by the Charter School when qualifying expenditures are incurred and billable.

Contributions

Contributions received are recorded as unrestricted, temporarily or permanently restricted support depending on the existence of any donor restrictions. A contribution that is received and expended in the same year for a specific purpose is classified as unrestricted revenue.

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Contributions are recorded as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities and changes in net assets as net assets released from restrictions.

Cash

Cash balances are maintained at financial institutions located in New York and are insured by the Federal Deposit Insurance Corporation up to $250,000 at each institution. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Charter School has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash.

Cash in escrow

The Charter School maintains cash in an escrow account in accordance with the terms of its charter agreement. The agreement requires $25,000 be placed in escrow each of the first three years of operations and a balance of $75,000 be maintained to fund any audit and legal expenses incurred should the Charter School cease operations and dissolve.

Grants and other receivables

Grants and other receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2018 or 2017.

Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization are computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to seven years. Leasehold improvements are being amortized over the term of the lease.

Deposits

Deposits are made up of payments made to third parties in connection with facility lease agreements.

Contributed goods and services

The Charter School received transportation services, a nurse, speech therapist, occupational therapist, physical therapist, food supplies and services and lease assistance from the local district. The Charter School was unable to determine a value for these services.

The Charter School received contributed legal services which were valued at $8,370 for the year ended June 30, 2017. There were no contributed legal services received for the year ended June 30, 2018. These amounts are included in contributed goods and services in the accompanying statement of activities and changes in net assets.

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

The Charter School received donated property and equipment during the years ended June 30, 2018 and 2017. Donated goods are valued at the fair value of the items at the date of donation. The Charter School valued the goods received during the years ended June 30, 2018 and 2017 at $39,705 and $55,255, respectively. This amount is included in contributed goods and services in the accompanying statement of activities and changes in net assets and in property and equipment on the statement of financial position.

Tax exempt status

The Charter School is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code and applicable state regulations and, accordingly, is exempt from federal and state taxes on income.

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2015 through June 30, 2018 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing and recruiting costs approximated $95,700 and $98,500 for the years ended June 30, 2018 and 2017, respectively.

Deferred revenue

The Charter School records grant revenue as deferred revenue until it is expended for the purpose of the grant, at which time it is recognized as revenue.

Deferred lease liability

The Charter School leases its facility. The lease contains pre-determined fixed escalation of the base rent. In accordance with GAAP, the Charter School recognizes the related rent expense on a straight-line basis over three years which is the lease term and records the difference between the recognized rental expense and the amounts payable under the lease as a deferred lease liability.

Use of estimates in the preparation of financial statements

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through September 26, 2018, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted, except as disclosed in Note H.

NOTE B: PROPERTY AND EQUIPMENT

Property and equipment consisted of the following:

	June 30,	
	2018	2017
Furniture and fixtures	$ 262,528	$ 195,383
Leasehold improvements	90,571	69,686
Office equipment	32,901	31,801
Computers and equipment	208,892	155,844
	594,892	452,714
Less accumulated depreciation and amortization	274,714	146,254
	$ 320,178	$ 306,460

NOTE C: RENT EXPENSE

The Charter School signed a lease extension for its facility from a third party renewing an existing lease to a term of July 1, 2018 through June 30, 2021,at fixed amount of $105,000 per month. On June 5, 2018, the Charter School signed a lease agreement from a third party for an additional facility to facilitate the opening of a second school. This lease commences on July 1, 2018 through June 30, 2021, at $56,800 per month for the first year, and a three percentage increase the next two years. Total rental expense was approximately $717,000 for both years ended June 30, 2018 and 2017. The future minimum payments on these agreements are approximately as follows:

Year ending June 30,	Amount
2019	$ 1,942,000
2020	1,962,000
2021	1,984,000
Total	$ 5,888,000

NOTE D: OPERATING LEASE

The Charter School signed an agreement to lease office equipment in August 2015 and then amended the agreement in June 2016. The term of the amended agreement is through May 2019. Future expected minimum payments for this lease is approximately $12,000 for 2019.

NOTE E: CONTINGENCIES

Certain grants and contracts may be subject to audit by funding sources. Such audits might result in disallowance of costs submitted for reimbursement by the Charter School. Management is of the opinion that such disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

In August 2016, a complaint was served on the School. The Plaintiffs are claiming negligence, recklessness, and carelessness and gross negligence. The outcome of the suit is currently undeterminable; therefore, no amount has been accrued in the accompanying financial statements.

The claim is being vigorously defended and management believes there will be no material adverse effect on the School's financial position as a result of the outcome of this outstanding legal matter.

NOTE F: CONCENTRATIONS

Approximately 51% and 48% of grants and other receivables are due from various New York State agencies relating to certain grants at June 30, 2018 and 2017, respectively. Approximately 47% and 40% of grants and other receivables are due from the federal government relating to certain grants at June 30, 2018 and 2017, respectively.

For the years ended June 30, 2018 and 2017, approximately 92% and 88%, respectively, of total operating revenue and support came from per-pupil funding provided by the New York City School District. The per-pupil rate is set annually by the State based on the school district in which the Charter School's students are located.

NOTE G: RETIREMENT PLAN

The Charter School sponsors a 401(k) retirement plan (the "Plan") for its employees. The Plan allows for the Charter School to make discretionary contributions to the Plan. The Charter School contributed approximately $19,800 and $8,400 to the Plan for the years ended June 30, 2018 and 2017, respectively.

NOTE H: SUBSEQUENT EVENT

In August 2018, the New York State Education Department (NYSED) notified the Charter School that it had over-allocated approximately $19,000 in Title IIA funding to the Charter School for the year ended June 30, 2018. NYSED will reduce the Charter School's Title IIA funding for a period of up to five years to recoup the over-allocated funding. The Charter School has not accounted for this over-allocated funding as a liability as of June 30, 2018.

ROSALYN YALOW CHARTER SCHOOL

REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Trustees
Rosalyn Yalow Charter School

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Rosalyn Yalow Charter School, which comprise the statement of financial position as of June 30, 2018, and the related statements of activities and changes in net assets, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 26, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Rosalyn Yalow Charter School's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Rosalyn Yalow Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of Rosalyn Yalow Charter School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Rosalyn Yalow Charter School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we have reported to management of Rosalyn Yalow Charter School in a separate letter dated September 26, 2018.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Mengel, Metzger, Barr & Co. LLP

Rochester, New York
September 26, 2018

ROSALYN YALOW CHARTER SCHOOL

ADVISORY COMMENT LETTER

JUNE 30, 2018

September 26, 2018

Board of Trustees
Rosalyn Yalow Charter School

In planning and performing our audit of the financial statements of Rosalyn Yalow Charter School (the "Charter School") as of and for the year ended June 30, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the Charter School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of the Charter School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control over financial reporting, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

- *Reasonably possible*. The chance of the future event or events occurring is more than remote but less than likely.

- *Probable*. The future event or events are likely to occur.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

During the course of our audit of the financial statements of Rosalyn Yalow Charter School for the year ended June 30, 2018 we have updated the status of the comments that were included in our letter dated October 10, 2017 and are included for informational purposes. We did not consider the comments to be significant deficiencies or material weaknesses:

Finance Committee

During our audit we noted there is no formal finance committee. The School's By-Laws state that the Board shall maintain a finance committee with a minimum of 3 members.

Recommendation

We recommend a formal finance committee be established and minutes of all Board committees be maintained. The current Form 990 inquires if all committee meetings were documented as well as meetings of the governing body. Keeping minutes of all meetings is also an indication of good governance.

Management response at June 30, 2016

Management has reviewed and agrees with the recommendation. Management will vote to establish a formal finance committee and regularly document committee meetings to be abide by the School's By-Laws and promote good governance.

Status as of June 30, 2017

During the current year audit, we noted a Finance Committee was created during the fiscal year 2017. However, we also noted there were no separate meeting minutes, there was a Finance Committee report and within the monthly Board meeting minutes.

Status as of June 30, 2018

During our current year audit, we noted Finance Committee meeting minutes were recorded at each meeting.

* * * * *

This communication is intended solely for the information and use of Management and the Board of Trustees and is not intended to be and should not be used by anyone other than these specified parties.

We appreciate the outstanding cooperation from your staff that our personnel received during the audit of the Charter School's financial statements. Should you have any questions or comments, please contact Shelby Stenson or Ryan Snyder.

Very truly yours,

Mengel, Metzger, Barr & Co. LLP

MENGEL, METZGER, BARR & CO. LLP

ROSALYN YALOW CHARTER SCHOOL

REPORT TO THE FINANCE COMMITTEE

JUNE 30, 2018

September 26, 2018

Finance Committee
Rosalyn Yalow Charter School

We have audited the financial statements of Rosalyn Yalow Charter School as of June 30, 2018 and for year then ended and have issued our report thereon dated September 26, 2018. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated June 1, 2018, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of Rosalyn Yalow Charter School solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our comments regarding other matters noted during our audit in a separate letter to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies
Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Rosalyn Yalow Charter School is included in Note A to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during 2018. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates
Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are the allocations of operating expenses to program expenses, management and general expenses, and fundraising expenses and the collectability of grants receivable. We evaluated the key factors and assumptions used to develop the estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole.

Financial Statement Disclosures
Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting Rosalyn Yalow Charter School's financial statements relate to revenue and support recognition, which is referred to in the notes of the financial statements.

Identified or Suspected Fraud

We have not identified or obtained information that indicates that fraud may have occurred.

Significant Difficulties Encountered during the Audit

We are pleased to report we encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. The below schedule summarizes an uncorrected financial statement misstatement whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Reference No.	Description	Assets Increase (Decrease)	Liabilities Increase (Decrease)	Revenue (Expense)
1	To accrue vacation earned and carried over to following school year.	$ -	$ 13,049	$ (13,049)

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to Rosalyn Yalow Charter School's financial statements or the auditor's report. We are pleased to report no such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the management representation letter.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings or Issues

In the normal course of our professional association with Rosalyn Yalow Charter School, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the entity, and business plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as Rosalyn Yalow Charter School's auditors.

* * * * *

Should you desire further information concerning these matters, Shelby Stenson or Ryan Snyder will be happy to meet with you at your convenience.

This report is intended solely for the information and use of the Board of Trustees, Finance Committee and management of Rosalyn Yalow Charter School and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Mengel, Metzger, Barr & Co. LLP

MENGEL, METZGER, BARR & CO. LLP

Annual Financial Statement Audit Report

School Name:	**Rosalyn Yalow Charter School**
Date (Report is due Nov. 1):	November 1, 2018
Primary District of Location (If NYC select NYC DOE):	New York City Department of Education
If located in NYC DOE select CSD:	NYCSD #9
School Fiscal Contact Name:	Alec Diacou
School Fiscal Contact Email:	[redacted]
School Fiscal Contact Phone:	
School Audit Firm Name:	Mengel Metzger Barr & Co., LLP
School Audit Contact Name:	Michelle Cain
School Audit Contact Email:	[redacted]
School Audit Contact Phone:	
Audit Period:	2017-18
Prior Year:	2016-17

The following items are required to be included:

1.) The independent auditor's report on financial statements and notes.
2.) Excel template file containing the Financial Position, Statement of Activities, Cash Flow and Functional Expenses worksheets.
3.) Reports on internal controls over financial reporting and on compliance.

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of $750,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	
Management Letter Response	N/A
Federal Single Audit (A-133)	The school did not expend federal funds in excess of the Single Audit Thr
Corrective Action Plan	N/A

Rosalyn Yalow Charter School
Statement of Financial Position
as of June 30

	2018	2017
CURRENT ASSETS		
Cash and cash equivalents	$ 1,644,895	$ 1,029,970
Grants and contracts receivable	252,307	218,932
Accounts receivables	7,406	-
Prepaid Expenses	281,043	145,601
Contributions and other receivables	-	-
Other current assets	-	23,070
TOTAL CURRENT ASSETS	2,185,651	1,417,573
NON-CURRENT ASSETS		
Property, Building and Equipment, net	$ 320,178	$ 306,460
Restricted Cash	75,000	50,000
Security Deposits	405,690	-
Other Non-Current Assets	-	-
TOTAL NON-CURRENT	800,868	356,460
TOTAL ASSETS	**2,986,519**	**1,774,033**
CURRENT LIABILITIES		
Accounts payable and accrued expenses	$ 132,143	$ 84,974
Accrued payroll, payroll taxes and benefits	239,755	173,968
Current Portion of Loan Payable	-	-
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	12,163	14,027
Other Current Liabilities	-	-
TOTAL CURRENT	384,061	272,969
LONG-TERM LIABILITIES		
Loan Payable; Due in More than One Year	$ -	$ -
Deferred Rent	-	183,333
Due to Related Party	-	-
Other Long-Term Liabilities	-	-
TOTAL LONG-TERM	-	183,333
TOTAL LIABILITIES	384,061	456,302

NET ASSETS		
Unrestricted	$2,598,458.25	$ 1,313,731
Temporarily restricted	4,000	4,000
Permanently restricted	-	-
TOTAL NET ASSETS	2,602,458	1,317,731
TOTAL LIABILITIES AND NET ASSETS	**2,986,519**	**1,774,033**

Rosalyn Yalow Charter School
Statement of Activities
as of June 30

	2018			2017
	Unrestricted	Temporarily Restricted	Total	Total
OPERATING REVENUE				
State and Local Per Pupil Revenue - Reg. Ed	$ 5,349,981		$ 5,349,981	$ 3,480,800
State and Local Per Pupil Revenue - SPED	614,587		614,587	328,247
State and Local Per Pupil Facilities Revenue	900,000		900,000	698,965
Federal Grants	403,819		403,819	421,822
State and City Grants	159,864		159,864	124,805
Other Operating Income			-	-
Food Service/Child Nutrition Program		-	-	-
TOTAL OPERATING REVENUE	7,428,251	-	7,428,251	5,054,639
EXPENSES				
Program Services				
Regular Education	$ 3,861,364		$ 3,861,364	$ 3,294,054
Special Education	1,271,159		1,271,159	722,065
Other Programs	-	-	-	-
Total Program Services	5,132,522	-	5,132,522	4,016,119
Management and general	1,060,437		1,060,437	694,904
Fundraising	-	-	-	-
TOTAL EXPENSES	6,192,959	-	6,192,959	4,711,023
SURPLUS / (DEFICIT) FROM OPERATIONS	1,235,292	-	1,235,292	343,616
SUPPORT AND OTHER REVENUE				
Interest and Other Income		$ -	$ -	$ -
Contributions and Grants			-	-
Fundraising Support	9,731	-	9,731	9,729
Investments	-	-	-	-
Donated Services	39,704	-	39,704	63,625
Other Support and Revenue			-	-
TOTAL SUPPORT AND OTHER REVENUE	49,435	-	49,435	73,354
Net Assets Released from Restrictions / Loss on Disposal	$ -	$ -	$ -	$ -
CHANGE IN NET ASSETS	1,284,728	-	1,284,728	416,970
NET ASSETS - BEGINNING OF YEAR	$ 1,313,731	$ 4,000	$ 1,317,731	$ 900,761
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-

NET ASSETS - END OF YEAR	$ 2,598,459	$ 4,000	$ 2,602,459	$ 1,317,731

Rosalyn Yalow Charter School
Statement of Cash Flows
as of June 30

	2018	2017
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	$ 1,284,728	$ 416,970
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	128,461	100,923
Grants Receivable	(40,781)	469,029
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	(135,442)	(94,386)
Accounts Payable	47,168	32,971
Accrued Expenses	-	-
Accrued Liabilities	65,787	123,515
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	(1,864)	1,885
Interest payments	-	-
Other	(39,705)	(55,255)
Other	(183,333)	16,666
NET CASH PROVIDED FROM OPERATING ACTIVITIES	$ 1,125,019	$ 1,012,318
CASH FLOWS - INVESTING ACTIVITIES	$	$
Purchase of equipment	(102,474)	(97,849)
Other	(407,620)	(25,000)
NET CASH PROVIDED FROM INVESTING ACTIVITIES	$ (510,094)	$ (122,849)
CASH FLOWS - FINANCING ACTIVITIES	$	$
Principal payments on long-term debt	-	
Other	-	
NET CASH PROVIDED FROM FINANCING ACTIVITIES	$ -	$ -
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	$ 614,925	$ 889,469
Cash at beginning of year	1,029,970	140,501
CASH AND CASH EQUIVALENTS AT END OF YEAR	$ 1,644,895	$ 1,029,970

Rosalyn Yalow Charter School
Statement of Functional Expenses
as of June 30

		2018						
		Program Services				Supporting Services		
	No. of Positions	Regular Education	Special Education	Other Education	Total	Fundraising	Management and General	Total
Personnel Services Costs		$	$	$	$	$	$	$
Administrative Staff Personnel	13.00	455,986	103,040	-	559,025	-	381,393	381,393
Instructional Personnel	37.50	1,747,837	636,844	-	2,384,681	-	-	-
Non-Instructional Personnel	3.50	82,641	20,366	-	103,007	-	5,336	5,336
Total Salaries and Staff	54.00	2,286,464	760,250	-	3,046,714	-	386,728	386,728
Fringe Benefits & Payroll Taxes		402,056	133,684	-	535,739	-	68,003	68,003
Retirement		13,183	4,383	-	17,566	-	2,230	2,230
Management Company Fees		-	-	-	-	-	-	-
Legal Service		-	-	-	-	-	133,319	133,319
Accounting / Audit Services		-	-	-	-	-	151,445	151,445
Other Purchased / Professional / Consulting Services		158,025	67,893	-	225,918	-	26,728	26,728
Building and Land Rent / Lease		477,256	158,688	-	635,944	-	80,722	80,722
Repairs & Maintenance		72,123	23,981	-	96,103	-	12,199	12,199
Insurance		16,756	5,571	-	22,328	-	2,834	2,834
Utilities		41,358	13,751	-	55,109	-	6,995	6,995
Supplies / Materials		132,779	28,649	-	161,428	-	-	-
Equipment / Furnishings		1,022	340	-	1,362	-	173	173
Staff Development		91,014	20,829	-	111,842	-	1,923	1,923
Marketing / Recruitment		65,006	20,845	-	85,850	-	9,896	9,896
Technology		61,930	20,592	-	82,522	-	10,475	10,475
Food Service		1,124	241	-	1,365	-	-	-
Student Services		19,072	4,082	-	23,154	-	-	-
Office Expense		22,197	7,380	-	29,577	-	34,435	34,435
Depreciation		-	-	-	-	-	128,461	128,461
OTHER		-	-	-	-	-	3,872	3,872
Total Expenses		$ 3,861,364	$ 1,271,159	$ -	$ 5,132,523	$ -	$ 1,060,437	$ 1,060,437

	2017
Total	
$	$
940,418	700,804
2,384,681	1,792,305
108,343	122,596
3,433,442	2,615,705
603,742	421,573
19,796	8,375
-	-
133,319	13,704
151,445	171,801
252,646	151,122
716,667	716,667
108,302	48,460
25,162	24,575
62,104	53,150
161,428	52,979
1,535	4,950
113,765	87,715
95,746	98,510
92,997	79,511
1,365	792
23,154	15,705
64,012	44,583
128,461	100,922
3,872	224
$ 6,192,960	$ 4,711,025

Entry 5c Additional Financial Docs

Last updated: 10/25/2018

The additional items listed below should be uploaded if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of $750,000; the corrective action plan will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Section Heading

1. Management Letter

https://nysed-cso-reports.fluidreview.com/resp/20044295/8mMIunnVv3/

Explanation for not uploading the Management Letter.	(No response)

2. Form 990

https://nysed-cso-reports.fluidreview.com/resp/20044295/FINDqRIBTE/

Explanation for not uploading the Form 990.	An extension has been filed.

3. Federal Single Audit

Note: A copy of the Federal Single Audit must be filed with the Federal Audit Clearinghouse. Please refer to OMB Uniform Guidelines for the federal filing requirements.

(No response)

Explanation for not uploading the Federal Single Audit.	N/A. The school did not spend more than $750,000 in federal funding.

4. CSP Agreed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report.	N/A. The school does not require a CSP Agreed Upon Procedure Report for FY18.

5. Evidence of Required Escrow Account

https://nysed-cso-reports.fluidreview.com/resp/20044295/pN6H0Nalce/

Explanation for not uploading the Escrow evidence. (No response)

6. Corrective Action Plan

A **Corrective Action Plan** for Audit Findings and Management Letter Recommendations, which must include:

a. The person responsible
b. The date action was taken, or will be taken
c. Description of the action taken
d. Evidence of implementation (if available)

(No response)

Explanation for not uploading the Corrective Action Plan. N/A

ROSALYN YALOW CHARTER SCHOOL

ADVISORY COMMENT LETTER

JUNE 30, 2018

MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

September 26, 2018

Board of Trustees
Rosalyn Yalow Charter School

In planning and performing our audit of the financial statements of Rosalyn Yalow Charter School (the "Charter School") as of and for the year ended June 30, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the Charter School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of the Charter School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control over financial reporting, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

- *Reasonably possible*. The chance of the future event or events occurring is more than remote but less than likely.

- *Probable*. The future event or events are likely to occur.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

During the course of our audit of the financial statements of Rosalyn Yalow Charter School for the year ended June 30, 2018 we have updated the status of the comments that were included in our letter dated October 10, 2017 and are included for informational purposes. We did not consider the comments to be significant deficiencies or material weaknesses:

Finance Committee

During our audit we noted there is no formal finance committee. The School's By-Laws state that the Board shall maintain a finance committee with a minimum of 3 members.

Recommendation

We recommend a formal finance committee be established and minutes of all Board committees be maintained. The current Form 990 inquires if all committee meetings were documented as well as meetings of the governing body. Keeping minutes of all meetings is also an indication of good governance.

Management response at June 30, 2016

Management has reviewed and agrees with the recommendation. Management will vote to establish a formal finance committee and regularly document committee meetings to be abide by the School's By-Laws and promote good governance.

Status as of June 30, 2017

During the current year audit, we noted a Finance Committee was created during the fiscal year 2017. However, we also noted there were no separate meeting minutes, there was a Finance Committee report and within the monthly Board meeting minutes.

Status as of June 30, 2018

During our current year audit, we noted Finance Committee meeting minutes were recorded at each meeting.

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This communication is intended solely for the information and use of Management and the Board of Trustees and is not intended to be and should not be used by anyone other than these specified parties.

We appreciate the outstanding cooperation from your staff that our personnel received during the audit of the Charter School's financial statements. Should you have any questions or comments, please contact Shelby Stenson or Ryan Snyder.

Very truly yours,

Mengel, Metzger, Barr & Co. LLP

MENGEL, METZGER, BARR & CO. LLP

ROSALYN YALOW CHARTER SCHOOL

REPORT TO THE FINANCE COMMITTEE

JUNE 30, 2018

September 26, 2018

Finance Committee
Rosalyn Yalow Charter School

We have audited the financial statements of Rosalyn Yalow Charter School as of June 30, 2018 and for year then ended and have issued our report thereon dated September 26, 2018. Professional standards require that we advise you of the following matters relating to our audit.

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Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of Rosalyn Yalow Charter School solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our comments regarding other matters noted during our audit in a separate letter to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies
Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Rosalyn Yalow Charter School is included in Note A to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during 2018. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

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The most sensitive accounting estimates affecting the financial statements are the allocations of operating expenses to program expenses, management and general expenses, and fundraising expenses and the collectability of grants receivable. We evaluated the key factors and assumptions used to develop the estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole.

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We have not identified or obtained information that indicates that fraud may have occurred.

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We are pleased to report we encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. The below schedule summarizes an uncorrected financial statement misstatement whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Reference No.	Description	Assets Increase (Decrease)	Liabilities Increase (Decrease)	Revenue (Expense)
1	To accrue vacation earned and carried over to following school year.	$ -	$ 13,049	$ (13,049)

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

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Should you desire further information concerning these matters, Shelby Stenson or Ryan Snyder will be happy to meet with you at your convenience.

This report is intended solely for the information and use of the Board of Trustees, Finance Committee and management of Rosalyn Yalow Charter School and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Mengel, Metzger, Barr & Co. LLP

MENGEL, METZGER, BARR & CO. LLP

EXTENSION FILING INSTRUCTIONS

FORM 8868 FOR FORM 990

FOR THE YEAR ENDING

JUNE 30, 2018

Prepared for	ALEC DIACOU ROSALYN YALOW CHARTER SCHOOL 116 EAST 169TH STREET BRONX, NY 10452
Prepared by	MENGEL, METZGER, BARR & CO. LLP 100 CHESTNUT STREET, SUITE 1200 ROCHESTER, NY 14604
Amount due	NOT APPLICABLE
Make check payable to	NOT APPLICABLE
Mail extension and check (if applicable) to	NOT APPLICABLE
Extension must be mailed on or before	NOT APPLICABLE
Special Instructions	THE EXTENSION FOR FORM 990 HAS QUALIFIED FOR ELECTRONIC FILING. FORM 8868 EXTENDS THE DUE DATE OF THE ORGANIZATION'S FORM 990 RETURN UNTIL MAY 15, 2019. THE EXTENSION HAS BEEN TRANSMITTED ELECTRONICALLY TO THE IRS AND NO FURTHER ACTION IS REQUIRED.

Form **8868**
(Rev. January 2017)

Department of the Treasury
Internal Revenue Service

Application for Automatic Extension of Time To File an Exempt Organization Return

▶ **File a separate application for each return.**

▶ **Information about Form 8868 and its instructions is at *www.irs.gov/form8868* .**

OMB No. 1545-1709

Electronic filing *(e-file).* You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit *www.irs.gov/efile*, click on Charities & Non-Profits, and click on *e-file* for *Charities and Non-Profits.*

Automatic 6-Month Extension of Time. Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Enter filer's identifying number

Type or print File by the due date for filing your return. See instructions.	Name of exempt organization or other filer, see instructions. ROSALYN YALOW CHARTER SCHOOL	Employer identification number (EIN) or [redacted]
	Number, street, and room or suite no. If a P.O. box, see instructions. 116 EAST 169TH STREET	Social security number (SSN)
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. BRONX, NY 10452	

Enter the Return Code for the return that this application is for (file a separate application for each return) 0 1

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

- The books are in the care of ▶ ALEC DIACOU, EXECUTIVE DIRECTOR 116 EAST 169TH STREET - BRONX, NY 10452
  Telephone No. ▶ 3[redacted] Fax No. ▶
- If the organization does not have an office or place of business in the United States, check this box ..... ▶ ☐
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) _____ . If this is for the whole group, check this box ▶ ☐ . If it is for part of the group, check this box ▶ ☐ and attach a list with the names and EINs of all members the extension is for.

1 I request an automatic 6-month extension of time until MAY 15, 2019 , to file the exempt organization return for the organization named above. The extension is for the organization's return for:

▶ ☐ calendar year _____ or
▶ ☒ tax year beginning JUL 1, 2017 , and ending JUN 30, 2018 .

2 If the tax year entered in line 1 is for less than 12 months, check reason: ☐ Initial return ☐ Final return ☐ Change in accounting period

3a	If this application is for Forms 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	**3a**	$ 0.
b	If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	**3b**	$ 0.
c	**Balance due.** Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	**3c**	$ 0.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

LHA **For Privacy Act and Paperwork Reduction Act Notice, see instructions.**

Form **8868**(Rev. 1-2017)

723841 04-01-17

Citibank CBO Services 046
P.O. Box 6201
Sioux Falls, SD 57117-6201

046
CITIBANK, N. A.
Account
[redacted]
Statement Period
Oct 1 - Oct 31, 2017
Relationship Manager
Citibusiness Service Center
(877) 528-0990

ROSALYN YALOW CHARTER SCHOOL
116 EAST 169TH STREET
BRONX NY 10452

CitiBusiness® ACCOUNT AS OF OCTOBER 31, 2017

Relationship Summary:

Checking	**$2,971,154.88**
Savings	**-----**
Checking Plus	**-----**

Checking	**Balance**
CitiBusiness Streamlined Checking [redacted]	$75,000.00
CitiBusiness Streamlined Checking [redacted]	$2,896,154.88
Total Checking at Citibank	**$2,971,154.88**

SERVICE CHARGE SUMMARY FROM SEPTEMBER 1, 2017 THRU SEPTEMBER 30, 2017

Type of Charge	No./Units	Price/Unit	Amount
STREAMLINED CHECKING # [redacted]			
Average Daily Collected Balance			$66,334.96
Total Charges for Services			**$0.00**
Net Service Charge			**$0.00**
STREAMLINED CHECKING # [redacted]			
Average Daily Collected Balance			$2,478,163.50
DEPOSIT SERVICES CHECKS, DEP ITEMS/TICKETS, ACH **WAIVE	68	.4500	30.60
Total Charges for Services			**$0.00**
Net Service Charge			**$0.00**

CHECKING ACTIVITY

CitiBusiness Streamlined Checking

[redacted]

Beginning Balance:	$75,000.00
Ending Balance:	$75,000.00

CitiBusiness Streamlined Checking

[redacted]

Beginning Balance:	$2,189,125.14
Ending Balance:	$2,896,154.88

Entry 5d Financial Services Contact Information

Last updated: 07/27/2018

Regents, NYCDOE and Buffalo BOE authorized schools should enter the financial contact information requested and upload the independent auditor's report and internal controls reports as one combined file.

ROSALYN YALOW CS (REGENTS)Section Heading

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Alec Diacou	[redacted]	

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact	School Audit Contact	Years Working With
	Shelby Stenson, Mengel Metzger Barr & Co	[redacted]		

3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years with Firm
	Charter School Business Management	Collin Raymond	[redacted]			4

Rosalyn Yalow Charter School

PROJECTED BUDGET FOR 2018-2018

July 1, 2018 to June 30, 2019

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	6,382,026	2,777,934	-	-	1,149,871	10,309,831
Total Expenses	6,733,788	1,888,877	-	-	1,620,170	10,242,835
Net Income	(351,763)	889,057	-	-	(470,299)	66,996
Actual Student Enrollment	396	60				456
Total Paid Student Enrollment	396	60				456

		PROGRAM SERVICES			SUPPORT SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue	**CY** Per Pupil Rate						
District of Location	*$15,307.00*	4,757,887	1,360,369	-	-	861,736	6,979,992
School District 2 (Enter Name)		-	-	-	-	-	-
School District 3 (Enter Name)		-	-	-	-	-	-
School District 4 (Enter Name)		-	-	-	-	-	-
School District 5 (Enter Name)		-	-	-	-	-	-
		4,757,887	1,360,369			861,736	6,979,992
Special Education Revenue		-	926,465	-	-	-	926,465
Grants							
Stimulus		-	-	-	-	-	-
Other		-	-	-	-	-	-
Other State Revenue		1,415,099	400,132	-	-	250,274	2,065,505
TOTAL REVENUE FROM STATE SOURCES		6,172,986	2,686,966			1,112,011	9,971,962
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	31,200	-	-	-	31,200
Title I		124,400	35,568	-	-	22,531	182,500
Title Funding - Other		7,437	2,126	-	-	1,347	10,910
School Food Service (Free Lunch)		-	-	-	-	-	-
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	-
Other		-	-	-	-	-	-
Other Federal Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM FEDERAL SOURCES		131,837	68,895			23,878	224,610
LOCAL and OTHER REVENUE							
Contributions and Donations, Fundraising		52,828	15,104	-	-	9,568	77,500
Erate Reimbursement		24,375	6,969	-	-	4,415	35,759
Interest Income, Earnings on Investments,		-	-	-	-	-	-
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	-
Food Service (Income from meals)		-	-	-	-	-	-
Text Book		-	-	-	-	-	-
Other Local Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		77,203	22,074			13,983	113,259
TOTAL REVENUE		6,382,026	2,777,934			1,149,871	10,309,831

EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS	No. of Positions						
Executive Management	1.00	124,377	18,845	-	-	15,914	159,135
Instructional Management	4.00	379,360	57,479	-	-	-	436,839
Deans, Directors & Coordinators	3.00	217,396	32,939	-	-	27,815	278,150
CFO / Director of Finance	-	-	-	-	-	-	-
Operation / Business Manager	1.00	20,000	10,000	-	-	70,000	100,000
Administrative Staff	9.00	-	-	-	-	550,394	550,394
TOTAL ADMINISTRATIVE STAFF	**18**	**741,133**	**119,263**			**664,122**	**1,524,518**
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	32.00	1,951,125	295,625	-	-	-	2,246,750
Teachers - SPED	6.00	-	485,000	-	-	-	485,000
Substitute Teachers	-	-	-	-	-	-	-
Teaching Assistants	4.00	150,237	22,763	-	-	-	173,000
Specialty Teachers	13.00	544,066	82,434	-	-	-	626,500
Aides	3.50	51,237	7,763	-	-	-	59,000
Therapists & Counselors	-	-	-	-	-	-	-
Other - Staffing	-	222,522	33,716	-	-	-	256,238
TOTAL INSTRUCTIONAL	**59**	**2,919,187**	**927,301**				**3,846,488**
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-
Custodian	2.00	49,000	14,000	-	-	7,000	70,000
Security	-	-	-	-	-	-	-
Other - Non-Instruct	-	-	-	-	-	700	700
TOTAL NON-INSTRUCTIONAL	**2**	**49,000**	**14,000**			**7,700**	**70,700**
SUBTOTAL PERSONNEL SERVICE COSTS	**79**	**3,709,320**	**1,060,564**			**671,822**	**5,441,706**
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		320,844	91,735	-	-	58,110	470,689
Fringe / Employee Benefits		445,693	127,432	-	-	80,723	653,848
Retirement / Pension		57,344	16,396	-	-	10,386	84,126
TOTAL PAYROLL TAXES AND BENEFITS		**823,881**	**235,563**			**149,219**	**1,208,663**
TOTAL PERSONNEL SERVICE COSTS		**4,533,201**	**1,296,127**			**821,042**	**6,650,369**
CONTRACTED SERVICES							
Accounting / Audit		-	-	-	-	165,000	165,000
Legal		-	-	-	-	100,000	100,000
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-
Payroll Services		4,908	1,403	-	-	889	7,200
Special Ed Services		-	15,850	-	-	-	15,850
Titlement Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		133,588	38,195	-	-	24,195	195,979
TOTAL CONTRACTED SERVICES		**138,496**	**55,449**			**290,084**	**484,029**
SCHOOL OPERATIONS							
Board Expenses		-	-	-	-	20,500	20,500
Classroom / Teaching Supplies & Materials		129,311	19,593	-	-	-	148,904
Special Ed Supplies & Materials		-	4,500	-	-	-	4,500
Textbooks / Workbooks		89,447	13,553	-	-	-	103,000
Supplies & Materials other		-	-	-	-	-	-
Equipment / Furniture		4,090	1,169	-	-	741	6,000
Telephone		3,828	1,095	-	-	693	5,616
Technology		92,156	24,540	-	-	14,253	130,949

Student Testing & Assessment	33,208	5,032	-	-	-	38,240
Field Trips	3,474	526	-	-	-	4,000
Transportation (student)	-	-	-	-	-	-
Student Services - other	9,553	1,447	-	-	-	11,000
Office Expense	29,924	8,556	-	-	51,374	89,854
Staff Development	137,124	20,776	-	-	-	157,900
Staff Recruitment	102,247	29,234	-	-	18,519	150,000
Student Recruitment / Marketing	4,342	658	-	-	-	5,000
School Meals / Lunch	2,605	395	-	-	-	3,000
Travel (Staff)	1,363	390	-	-	247	2,000
Fundraising	-	-	-	-	-	-
Other - Operations	-	-	-	-	50,250	50,250
TOTAL SCHOOL OPERATIONS	**642,673**	**131,463**			**156,577**	**930,713**
FACILITY OPERATION & MAINTENANCE						
Insurance	30,087	8,602	-	-	5,449	44,138
Janitorial	-	-	-	-	-	-
Building and Land Rent / Lease	1,303,308	372,640	-	-	236,052	1,912,000
Repairs & Maintenance	13,633	3,898	-	-	2,469	20,000
Equipment / Furniture	-	-	-	-	-	-
Security	-	-	-	-	-	-
Utilities	72,391	20,698	-	-	13,111	106,200
TOTAL FACILITY OPERATION & MAINTENANCE	**1,419,418**	**405,838**			**257,081**	**2,082,338**
DEPRECIATION & AMORTIZATION	-	-	-	-	95,386	95,386
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	-	-	-	-	-	-
TOTAL EXPENSES	**6,733,788**	**1,888,877**			**1,620,170**	**10,242,835**
NET INCOME	**(351,763)**	**889,057**	**-**	**-**	**(470,299)**	**66,996**

ENROLLMENT - *School Districts Are Linked To Above Entries*	**REGULAR EDUCATION**	**SPECIAL EDUCATION**	**TOTAL ENROLLED**
District of Location	396	60	456
School District 2 (Enter Name)			-
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-
TOTAL ENROLLMENT	**396**	**60**	**456**
REVENUE PER PUPIL	16,116	46,299	-
EXPENSES PER PUPIL	17,005	31,481	-

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Enrollment: GenEd 456 @ FY19 rate $15,307
SpEd @ 60 students
NYSTL, NYSSL, NYSLIBL, Facilities funding, Non-Per Pupil Additional State Funding
Based on $1,000 for students in over 60% category.
Based on enrollment x $500/student
Title II funding
Contributions
Erate
List exact titles and staff FTE"s (Full time eqiuilivalent)

Executive Director
Principal, Dean of Students, Dean of Instruction x2
Director of Assessment, Literacy Coach, Singapore Math Specialist
Director of Operations
Office Clerk x3, Office Manager, Fiscal Associate, Front Desk Support, Asst to Principal
Teachers x22, teacher social workers x10
SpEd teachers
Teaching Assistants
Response to Intervention x4, Fencing instructors, Chess instructors
Part-time aides
Stipends, bonuses
Custodians
Bonus
Taxes
Benefits
401k match + fees
Annual Audit, Financial Management Consultant
Legal
Payroll fees
SpEd collaborative
Academic consultant, Arts consultant
Board expenses
Supplies, NYSTL/NYSSL/NYSLIB
Textbooks
Non-capitalized furniture
Phone
Student software, internet, technology services, website maintenance

Testing & assessment
Field trips
Uniforms, parent outreach
Suuplies, postage, printing/copying, staff events
Professional Development, tuition reimbursements
Recruitment
Recruitment, marketing
School food
Staff travel
Fundraising consultant
Bank fees, contingency
Insurance
Rent (including deferred rent)
R&M
Utilities
Depreciation

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Miguel Angel Balbuena

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Rosalyn Yalow Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

   _____

2. Is the trustee an employee of any school operated by the Education Corporation?
   ____**Yes** _X_**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
   ____**Yes** _X_**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
Please write "None" if applicable. Do not leave this space blank.	None		

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Please write "None" if applicable. Do not leave this space blank. None				

Signature

7/17/18
Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telep

Business Addre

E-mail Address:

Home Telephon

Home Address:

[redacted]

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name: Gregoria Feliciano

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Rosalyn Yalow Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

   _____

2. Is the trustee an employee of any school operated by the Education Corporation?
   ____**Yes** _X_**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
   ____**Yes** _X_**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
Please write "None" if applicable. Do not leave this space blank.	None		

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Please write "None" if applicable. Do not leave this space blank.	NONE			

Gregorio Feliciano 7-17-18

Signature Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business [redacted]

Business

E-mail Ad

Home Tel

Home Ad

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Dr. Sandra Hayes

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Rosalyn Yalow Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

   Vice Chairman, Education Committee

2. Is the trustee an employee of any school operated by the Education Corporation? ____**Yes** x ___**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

   ____**Yes** x ___**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
N/A	None.		

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:
DR. SANDRA HAYES

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Rosalyn Yalow Charter School

- List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
  VICE CHAIRMAN
- Is the trustee an employee of any school operated by the Education Corporation? ___Yes X No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

- Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
  ___Yes X No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

- Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write None. Please note that if you answered Yes to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/ Transaction	Steps taken to avoid a conflict of interest. (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
Please write "None" if applicable. Do not leave this space blank.			

- Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write None.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
			Please write "None" if applicable. Do not leave this space blank.	

Sandra Hayes July 27, 2016
Signature Date

Please [illegible] provided [illegible]

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E-mail [redacted]

Home [redacted]

Home [redacted]

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee *

Trustee Name:

William Jackson

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Rosalyn Yalow Charter School

1. *List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

_____

2. *Is the trustee an employee of any school operated by the Education Corporation?
____**Yes** _X__**No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. *Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

____**Yes** __x__**No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. *Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
	NONE *Please write "None" if applicable. Do not leave this space blank.*		

5. *Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None	NONE			

Please write "None" if applicable. Do not leave this space blank.

William Jackson 7/25/18

Signature Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below wi

Business Tel [redacted]

Business Ad [redacted]

E-mail Addre [redacted]

Home Teleph [redacted]

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Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

IVAN LEE

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Rosalyn Yalow Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

   Co-Chair, Chair of Personnel Committee

2. Is the trustee an employee of any school operated by the Education Corporation?
   ____**Yes** _X_**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

   ____**Yes** _X_**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None	Please write "None" if applicable. Do not leave this space blank.		None

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Please write "None" if applicable. None	None	None	Do not leave this space blank None	None

Signature 07/17/18 Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

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Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Michael Rosen

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Rosalyn Yalow Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

   Treasurer

2. Is the trustee an employee of any school operated by the Education Corporation?

   ____**Yes** _X_**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

   ____**Yes** _X_**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None	Please write "None" if applicable. Do not leave this space blank.		

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None	Please write "None" if applicable.		Do not leave this space	blank.

Signature 7/15/18 Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will

Business Telep

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E-mail Address:

Home Telephon

Home Address:

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Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:
Shirley J. Saunders

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Rosalyn Yalow Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

   Secretary_____

   Is the trustee an employee of any school operated by the Education Corporation?
   ____**Yes** _X__**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

2. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

   ____**Yes** _X___**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None	None None Please leave blank.	None	None

4. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Please write "None" if applicable. None	None	None	Do not leave this space blank. None	None

Shirley J Saunders

Signature Shirley J. Saunders Date 07/2018

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

[redacted]

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Benjamin Yalow

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Rosalyn Yalow Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

   Board Member, Education committee member

2. Is the trustee an employee of any school operated by the Education Corporation?
   ____**Yes** _X_**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

   ____**Yes** _X_**No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
Please write "None" if applicable. Do not leave this space blank.			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Please write "None" if applicable. Do not leave this space blank. None				

Signature _____ Date July 17, 2018

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business T[redacted]

Business A

E-mail Addr

Home Telep

Home Addr

Entry 8 BOT Table

Created: 07/27/2018 • Last updated: 09/05/2018

1. Current Board Member Information (Enter info for each BOT member)

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2017-18
1	Gregoria Feliciano [redacted]	Trustee/Member	Facility Search, Education	Yes	2	06/01/2017	06/01/2020	7
2	Ivan Lee [redacted]	Trustee/Member	Personnel	Yes	2	06/01/2016	06/01/2019	9
3	Dr. Sandra Hayes [redacted]	Vice Chair	Facility Search, Education	Yes	2	06/01/2018	06/01/2021	10
4	Michael Rosen [redacted]	Treasurer	Finance	Yes	2	06/01/2017	06/01/2020	10
5	Shirley Saunders [redacted]	Secretary	Personnel	Yes	2	06/01/2017	06/30/2020	10
	Miguel							

6	Balbuena [redacted]	Chair	Education	Yes	1	06/20/2017	06/01/2020	9
7	Benjamin Yalow [redacted]	Trustee/Member	Finance Committee; Facility Search, Education	Yes	2	06/01/2016	06/01/2019	10
8	John Carr [redacted]	Trustee/Member	Finance	Yes	2	06/01/2017	06/01/2020	8
9	William Jackson [redacted]	Trustee/Member	Education	Yes	2	06/01/2017	02/13/2018	5 or less

1a. Are there more that 9 members of the Board of Trustees?	No
2. Total number of members on June 30, 2018	8
3. Total number of members joining the Board during the 2017-18 school year	0
4. Total number of members departing the Board during the 2017-18 school year	1

5. Number of voting members in 2017-18, as set by the by-laws, resolution or minutes	10
6. Number of Board meetings conducted during the 2017-18 School Year	14
7. Number of Board meetings scheduled for the coming 2018-19 school year	12

Thank you.

Entry 9 - Board Meeting Minutes

Created: 07/31/2018 • Last updated: 10/25/2018

Instructions for submitting minutes of the BOT monthly meetings

Regents, NYCDOE, and Buffalo BOE authorized schools must either provide a link to a complete set of minutes that are posted on the charter school website, or upload a complete set of board meeting minutes from July 2017--June 2018, which should match the number of meetings held during the 2017-18 school year.

ROSALYN YALOW CS (REGENTS)

Are all monthly BOT meeting minutes posted, which should match the number of meetings held during 2017-18 school year, on the charter school's website?	No

the charter school's website.

B. Upload all monthly Board meeting minutes, which should match the number of meetings held during the 2017-18 school year.

Combine all monthly meeting minutes into one .PDF file.

https://nysed-cso-reports.fluidreview.com/resp/17935134/wNFCVDEEJA/

ROSALYN YALOW CHARTER SCHOOL
Board of Trustees Meeting
Minutes

Tuesday, July 18, 2017, 6:30 p.m.
116 E. 169th St.
Bronx, New York 10463

Trustees Present

Miguel Balbuena, John W. Carr, Ivan Lee, and Benjamin Yalow. Sandra Hayes and Bill Jackson participated via Skype. Alec Diacou, Executive Director, was also in attendance.

Call to Order

The meeting was chaired by John Carr and called to order at 6:40 p.m. A quorum was present.

Adoption of Agenda

The agenda was adopted.

Approval of Minutes

Minutes for the meeting held on June 20, 2017, were unanimously approved.

Employee Medical Benefits for FY2017-18

The board reviewed the school's current health benefit plans and rates with 24 potential new plans and plan rates for the September 1, 2017, renewal. Mr. Diacou recommended 3 plans from Yalow's current provider Oxford/United Health Care. The rate increase in FY17-18 for Yalow's benchmark Oxford Metro Gold plan would be 5.25%. 32 employees are currently enrolled among the three plans the school offers. The FY17-18 budget assumes 45 employees will enroll (40% increase), and $342,200 is budgeted. Mr. Diacou recommended that the school subsidize 90% of the annual premium for the individual employee category and proportionate increases in Yalow's subsidy payments for other plan classifications compared with last year.

Upon a motion duly made and seconded, the school's board of directors approved the following resolution.

> **Resolved:** the Board of Trustees approves and authorizes the Executive Director to offer employees the Oxford Metro Gold Gated health plan (specialist referrals required) and subsidize $641.95 of the individual premium and proportionate increases over FY16-17 for other enrollment plan classifications. Metro Gold Non-Gated (specialist referrals not required) and Freedom Gold plans shall be offered to employees as "buy-up" health plans options.

Mr. Diacou reviewed the current status of dental, vision, life, and disability plan benefit proposals from insurance carriers solicited by MDG Benefit Solutions. Negotiations continue. Yalow's estimated cost for these 4 plans is relatively minor ($38,800 in aggregate).

Resolved: the Board of Trustees approves and authorizes the Executive Director to enter into agreements with dental, vision, life, and disability plan benefit carriers on substantially the same or better terms than currently presented.

Changes to Employee Handbook

Following a webinar on the laws regarding employee handbooks sponsored by the NYC Charter School Center conducted by Richard Kass of Bond, Schoeneck & King, PLC, one of Yalow's attorneys, Mr. Diacou asked Mr. Kass to review Yalow's Employee Handbook for compliance with NYS and federal law and court interpretations of labor law. Proposed changes and the rationale for each change were discussed by the board. The board also considered a proposal increasing the number of Paid Time Off (PTO) Days for teachers from 5 to 7 days. Discussion ensued; several alternatives were discussed. Mr. Carr suggested permitting teachers to roll over unused PTO days from the one academic year until December 31 of following academic year, which was agreed upon.

Resolved: That the Board of Directors approves the proposed revisions to the Rosalyn Yalow Charter School Employee Handbook, as amended, subject to review by the New York State Education Department.

Relocation Update: Civic Builders

In a telephone call from David Umansky on July 5, 2017, Mr. Diacou was informed that Civic Builders has declined to underwrite the school for the previously proposed $25 million building project at 411 Wales Ave. Following completion of their due diligence process, Mr. Umansky cited four reasons for Civic Builders' decision: absenteeism, teacher turnover, the change in school principal, and the need for clearer communication between the board, Mr. Diacou, and Principal Belle. Mr. Umansky left open the possibility that Civic Builders will reconsider its underwriting decision next year, and said they'd refund the $15,000 fee previously paid by Yalow.

Mr. Diacou informed the board that NYSED is aware of Civic Builders' decision and that NYSED has scheduled a conference call with Mr. Carr and Mr. Diacou to discuss the school's options for relocation.

Finance Report

Mengel Metzger Barr & Co., LLP, Yalow's auditors, have been preparing the school's audit and will be conduct its on-site review August 7 and 8, 2017. The school's June 30 financial statements will not be finalized until the end of August because adjustments to expense and revenue items will continue throughout the summer.

Executive Director Report

No progress was made at the meeting with Walker Memorial on June 22 to discuss lease extension to June 30, 2019, and reimbursement to Yalow for unpaid building improvements made by Yalow. Mr. Diacou sent a letter to Walker reminding the church of the mutual benefit to Walker and the school of resolving these matters expeditiously. On July 17, a church representative informed Mr. Diacou that Walker has received proposals to buy the school building and is considering all options. The church asked Mr. Diacou to provide an accounting, by August 4, of all building improvements (circa $110K) made by Yalow to bring the school into proper working condition following the departure of the building's previous tenant, Grand Concourse Charter School.

Teacher hiring progress report update: 7 teacher-social workers needed; 5 hired to date. 2 lead teachers needed; 2 hired to date. 3 special ed teachers needed; no hires. 2 ESL teachers needed; no hires.

Applying for a new Management Liability insurance policy to replace current Errors and Omissions (E&O) carrier (Allied World).

New Business

Ms. Hayes requested that Principal Belle provide a monthly report to the board, preferably in person.

Public Comment

There were no public comments.

Adjournment

The meeting was adjourned at 8:18 p.m.

Approved by Board of
Trustees on September 19, 2017

THE ROSALYN YALOW CHARTER SCHOOL

116 East 169th Street• Bronx, New York, 10452
• Phone: 347.735.5480 •info@yalowcharter.org
Web: www.yalowcharter.org

Tuesday, August 15, 2017, 6:30 p.m.
116 East 169th Street
Bronx, New York 10452

Trustees Present
Skype – M. Rosen
Ivan Lee, Sandra Hayes, Shirley Saunders, Miguel Balbuena, Gregoria Feliciano, Principal Letta A. Belle, Executive Director Alec Diacou. Absent: John Carr and William Jackson

Call to Order
The meeting was chaired by Sandra Hayes and called to order at 6:30 p.m. A quorum was present.

Adoption of Agenda
The agenda was adopted.

Approval of Minutes
The minutes for the meeting held on July 18, 2017, was tabled to be approved on Sept. 19, 2017.

Board resolution to approve CSBM's FY17-18 contract – explanation and discussion was had and the contract was duly approved.

Board resolution to approve BAE's FY17-18 program budget – Approved.

Board resolution requesting monthly reports from the principal (or her representative) and the dean of students (or his representative), particularly regarding absenteeism and correct student performance data. Much discussion ensued. Resolution was postponed.

Finance Report, (CSBM)
Michael and Collin will send all information from the auditors to the Board. Collin said we are functioning within our budget with a small savings and Michael agrees. Our July report is accurate and we will close 2016-17 budget.

Principal Report
See hand out of August 15, 2017. Principal Belle is requesting a Dean of Instruction – someone responsible for data and attention to new teachers/social workers and their needs/assessments. Much attention focused on changing the role of the literacy coach. Principal Belle mentioned the board could be provided with access to NWEA student assessment data for math. Ms. Belle discussed in great detail the progress toward charter goals and that she is moving on with new teacher orientation that she is proposing.

Executive Director Report

See handout of August 15, 2017. Alec has been keeping us updated on replacing insurance carriers. Nova service was recommended to us to replace Travelers, which is exiting our line of business. The cost for FY17-18 will be $13,727. Still trying to obtain flood insurance. Still looking for a new Error and Omission policy (E&O) to replace Allied World. We will be negotiating to extend our lease with Walker Memorial and to have outstanding repairs made to the roof. We will continue to fill open staff positions.

Executive Session
The board went into executive session to discuss a personnel matter.

New Business
None.

Public Comment
None.

Adjournment
The meeting was adjourned at 8:45 p.m.

Submitted by
Shirley Saunders, Secretary
Approved by Board of Trustees on September 19, 2017

THE ROSALYN YALOW CHARTER SCHOOL

116 East 169th Street• Bronx, New York, 10452
• Phone: 347.735.5480 •info@yalowcharter.org
Web: www.yalowcharter.org

Board of Trustees Meeting
Minutes
Tuesday, October 17, 2017, 6:30 p.m.
116 East 169th Street
Bronx, New York 10463

Trustees Present
Benjamin Yalow, Sandra Hayes, John Carr, Shirley Saunders (skype – Michael Rosen), Alec Diacou Executive Director, Letta Belle Principal, and Yvonne Booker-Byers Director of Assessment.

Call to Order
The meeting was called to order at 6:45 p.m. A quorum was present.

Adoption of Agenda
The agenda was adopted.

Chairman's comments
The Chairman requested that we speak with "one" voice when referring to policy and/or procedure to avoid confusion.

Final Audit
The final audit was duly seconded and unanimously approved.

Revisions to Student & Family Handbook
The revisions to the student and family handbook was duly seconded and unanimously approved.

Charter School Performance Framework
The Charter School Performance Framework was duly seconded and unanimously approved.

Finance Report (Michael Rosen)
A 3 months finance report (Sept. 30) was given by M. Rosen and we were advised that the projection is constantly revised. This includes the 10 new staff members Principal Belle requests. This report was accepted.

Executive Director report
Discussion was had concerning the Church renewing our lease and the possibility of using a second campus at St. Michael's. The issue of splitting the school into 2 locations will have to be explored. Alec is continuing to reach out to Mr. Scott to determine our status at the church in obtaining an extension of our lease or not.

Facility plan at St. Paul's Hall – St. Michael's would like to obtain a definitive answer as to if we are going to lease with them or not. Civic Builders might be willing to work with us on this project. However, we cannot sign a lease until we have definitive plans as to how we are going to use the space, finances and the status of our present location.

Furthermore, we cannot sign a least until we submit our proposal to the State for approval.

The Board directs Alec to have a draft proposal for State approval for the Board to review and modify or approve.

Note: The state seems to have a State Package which requires a 60 days clock for lease review. Sandra wants to know
how many charter schools fail this review?

Principal Report
Principal Belle gave a detailed report on 3 cycle Assessment Results of Step Literacy Strategic Teaching & Evaluation of Progress, The Attendance Action Plan 2017-2018, and the NWEA and Step Summary Data 2016-2017. She also provided us with a Power Point Projection on how to read the statics as to where our children are in the Achievement status & Growth Summary with Quadrant Charts.

Principal Belle also reported she needs an Attendance Clerk which might cost $40,000.00. She also requested monies for the following: Holiday Party $3,000.00; and Discretionary Funds $5,000.00. (See Financial Report for additional staff).

We may also begin exploring programs to assist our teachers who might have language problems - if needed.

New Business

Public Comments

Adjournment
The meeting was adjourned at 9:15 p.m.

Submitted by
Shirley Saunders, secretary
Approved by Board of
Trustees on November 21,
2017

THE ROSALYN YALOW CHARTER SCHOOL

116 East 169th Street• Bronx, New York, 10452
• Phone: 347.735.5480 •info@yalowcharter.org
Web: www.yalowcharter.org

Board of Trustees Meeting
Minutes

Tuesday, December 16, 2017, 6:30 p.m.
116 East 169th Street
Bronx, New York 10463

Trustees Present
(Skype -Miguel Balbuena, Sandra Hayes, Michael Rosen) Gregoria Feliciano, Ivan Lee, Benjamin Yalow, Shirley Saunders, Alec Diacou Executive Director.

Call to Order
The meeting was called to order at 6:37 p.m. by Ben Yalow, the Chair for the evening. A quorum was present.

Adoption of Agenda
The agenda was adopted.

Finance report (CSBM, Michael Rosen)
Michael explained the status of our Revenue lines. It appears we will be all right with the revenue side. Our chess team received a $3,000 contribution from the Wallace Foundation, and parents have raised $1,400. We are behind in hiring approximately 7 teachers and social workers. Substitute teachers have been used. We still need 4 teachers and one trained Operations person.

Approval of 990 – A motion was made and passed to accept the approval of the 990 Tax Form.

Charter renewal process highlights
Much discussion ensued concerning the status of our students. The Trustees feel according to the data we have been shown indicates that our students are not excelling, especially in literacy. It appears that our upper grades are failing and we need answers to help our children succeed. Much discussion ensured. Questions like where are they failing. Who is failing? Are they the newer students, or is it due to poor attendance, etc. We are a data driven school and should have the answers. Because the discussion became highly emotional it was mentioned that the request was made to the principal last August 2017 to provide us answers so that when the State comes to visit us again in 2018 we will have implemented corrective measures. Since the principal was not present at meeting the Trustees agreed to call her and submit the following:

Resolved: The Rosalyn Yalow Charter School Board of Trustees requests the principal to submit a STEP Literacy progress report for each student currently enrolled in Yalow including baseline STEP assessment annual progress, and current STEP level in spreadsheet format by January 9, 2018.

Ben Yalow called the principal and reported the above resolution to her. Principal Belle acknowledged receipt of the resolution.

Principal Report
(See attached) Bullet points summary of 2 items, lacking data and/or description.

Absentee report
Our absentee numbers are going down
An Attendance Clerk was hired on 12/18/2017.
Interviewing for a Dean of Students – one looks promising.

Executive Director report
Alec is in discussion with Walker Memorial to enter into a 3-year lease from July 1, 2018 to June 30, 2021, subject to the Board's approval.

We are still waiting for an approval from Mount Saint Michael Academy approving Yalow's new 5-year lease.

New Business

Public Comment

Adjournment
The meeting was adjourned at - 8:45 p.m.

Submitted by
Shirley Saunders, secretary
Approved by Board of
Trustees on January 16, 2018

THE ROSALYN YALOW CHARTER SCHOOL

116 East 169th Street• Bronx, New York, 10452
• Phone: 347.735.5480 •info@yalowcharter.org
Web: www.yalowcharter.org

Board of Trustees Meeting
Minutes

Tuesday, January 16, 2018, 6:30 p.m.
116 East 169th Street
Bronx, New York 10463

Trustees Present
(Skype – William Jackson, Michael Rosen), Ivan Lee, Benjamin Yalow, Gregoria Feliciano, Miguel Balbuena, Shirley Saunders, Sandra Hayes, John Carr, Letta Belle - Principal, Yvonne Booker-Byers, Alec Diacou – Executive Director, Guests: Tyler T. Hendry and Richard G. Kass (Bond Schoeneck & King). Power Point Presentation – Nicole Temple (Co-Director of STEP, Partnerships and Growth), and Laura Walsh Giesecke (Senior Manager of Technology and Development, STEP Literacy)

Call to Order
The meeting was called to order at 6:35 p.m. by Chairman John Carr. A quorum was present.

Adoption of Agenda
The agenda was adopted.

Acceptance of the Minutes of December 19, 2017
Upon a motion duly made and seconded, the minutes for the meeting held on December 19, 2017 were unanimously approved.

Executive Session
The teacher's letter of January 11, 2018 announcing their intent to form a union with the United Federation of Teachers was discussed.

Education Committee – Miguel Balbuena
Nicole and Laura gave a very extensive presentation using the University of Chicago Impact (UChicagoImpact) tools. Our children were evaluated from Kindergarten to 3rd grade. We were given student performance by grade, growth by the year, growth by Assessment Cycle and Component Breakdown by grade and years. We will be working on getting our students the necessary books they need to improve and bring up their scores. We will be exploring other avenues and paths to success as quickly as possible in order for the students to improve.

Principal Report
Our absentee numbers are going down. Dean of Students hired. Dean of Instruction selected pending reference check. Mr. Carr recommended the principal compile a classroom book order up to $50,000.

Finance report (John Carr)
Net income is forecast to be $832k, $672K greater than forecast, primarily due to hiring delays resulting in lower payroll and benefits. Year-end cash balances forecast to be $1.96 million after making required lease deposits.

Executive Director report

Waiting on Walker Memorial to return the 3-year lease extension for 116 E. 169th St. 5-year lease with Mount Saint Michael Academy was approved in Rome; now waiting on NYSED approval.

The January 15 Charter School Center conference on teacher retention reconfirmed that there is an acute teacher shortage. Yalow's hiring process needs to be streamlined. In today's more competitive market, Yalow's hiring process can't take more than 10 days from phone screening a teacher candidate to demo lesson to signed offer letter, or we will lose out to other schools hiring good teacher candidates. We will engage two new recruiters. The goal: hiring 9 teachers for FY18-19 by March 2018.

Following the chess team's 4th place finish (Under-600) in the Greater NY Scholastic Chess Championships on January 7, we are soliciting donations to send 25 members of the chess team the NYS Scholastic Chess Championships in Saratoga, NY, March 9-11, 2018. $15,000 is needed; $4,400 raised to date.

Following the progress report on architectural and engineering plans for the second campus at St. Paul's Hall, the following resolution was introduced and unanimously approved.

Resolved, the November 21, 2017 resolution is hereby amended such that the Executive Director of the School is authorized and directed to incur such additional costs as are necessary to have plans prepared for the performance of Landlord's Work pending NYSED approval of the Lease, such costs estimated to be approximately $20,000.

New Business

Public Comment

Adjournment
The meeting was adjourned at 9:55 p.m.

Submitted by
Shirley Saunders, Secretary
Approved by Board of
Trustees on February 20, 2018

THE ROSALYN YALOW CHARTER SCHOOL

116 East 169th Street• Bronx, New York, 10452
• Phone: 347.735.5480 •info@yalowcharter.org
Web: www.yalowcharter.org

Board of Trustees Meeting
Minutes

Tuesday, February 20th, 2018, 6:30 p.m.
116th East 169th Street
Bronx, New York 10463

Trustees Present

John W. Carr, Ivan Lee, Sandra Hayes, Shirley Saunders, Benjamin Yalow, and via Skype, Miguel Balbuena and Michael Rosen. Alec Diacou, Executive Director, and Collin Raymond of CSBM were also in attendance.

Call to Order

The meeting was called to order at 6:45 pm by Chairman John W. Carr. A quorum was present.

Adoption of Agenda

Upon a motion duly made, and seconded, the agenda was unanimously approved.

Approval of Minutes

Upon a motion duly made and seconded, the minutes of the meeting held on January 16, 2018, with certain changes requested by members of the board, were unanimously approved.

NLRB Certification of Unionization Election

The Executive Director reported that the vote on unionization of the teaching staff had been held with the result of a majority of those voting having voted against unionization.

The Chairman reported that one lesson of the effort to unionize the teaching staff was that the board and individual trustees needed to substantially increase their presence in the school and particularly in the classroom, and that increased opportunities for interaction with the staff need be provided. To that end Mr. Carr encouraged (1) each trustee to make a point of visiting the school and attending classes at least once or twice each year, (2) the Principal and Executive Director arrange for an informal social gathering where trustees could meet with the teachers and the school leadership team, and (3) the Principal and Executive Director plan for up to two formal social gathers at the school or elsewhere ideally early in the late summer or early fall of the academic year and again late in the spring of the year.

Finance Report

Michael Rosen and Collin Raymond of CSBM reviewed the monthly finance report for the seven-month period ending on January 31, 2018 distributed to the board.

Facilities

The Chairman described the decision of the New York State Education Department Charter School Office to not approve the Yalow request to open a second facility at Mount St. Michael Academy. He described the factors that the Charter School Office took into account and directed

the board to NYSED's letter rejecting Yalow's request. Mr. Carr also reported that the Charter School Office proposed that Yalow submit another proposal by the end of February. The Executive Director then reported on alternative plans to lease space at 3480 Third Avenue that was occupied by an existing charter school. Mr. Diacou reviewed with the board the features of the space, which had originally been considered at the time the St. Michaels school space was reviewed by the board. Mr. Diacou also reviewed the status of the extension of the lease at 116 E. 169th Street that had been approved and agreed to by Walker Memorial Baptist Church and Yalow on terms reviewed and approved by the board at a prior meeting.

On a motion duly made and seconded, the board unanimously approved the resolution attached as Exhibit A regarding the entering into a lease at 3480 Third Avenue and the submission of a request to the NYSED for approval of expansion into such location.

Teacher Compensation and related Matters

Mr. Diacou reported on the need to begin recruiting teachers for the 2018 – 2019 academic year and that the School needed to be earlier and more aggressive in hiring quality teachers. In connection to this he recommended that the base salary for classroom teaching staff be raised by $7,500 across the board. After review of the financial implications of such an action in the coming year and extensive discussion, the board of trustees approved such change and upon a motion duly made and seconded unanimously approved the following resolution:

> **RESOLVED THAT**, the base salary and formula used to determine the salary of the teaching staff shall be increased by $7,500 per year effective in the 2018 – 2019 fiscal year, and that the Executive Director of the School is authorized and directed to take such further acts and make such required submissions and filings related thereto and execute such documents and agreements as are reasonably necessary to implement this resolution.

The Chairman also recommended that the board amend its paid time off policy to increase the number of days allowed under the policy from 5 to 10 annually which he reported was more competitive with similar policies at other charter schools. Upon a motion duly made and seconded the board unanimously adopted the following resolution:

> **RESOLVED THAT,** the Paid Time Off policy set forth in the School Employee Handbook is hereby amended to provide 10 days off with pay rather than 5 days off as currently set forth in the policy, and that the Executive Director of the School is authorized and directed to revise such policy and distribute it to the staff of the School and to take such further acts and make such required submissions and filings related thereto and execute such documents and agreements as are reasonably necessary to implement this resolution.

In addition, the Chairman proposed that he would appoint a new Teacher's Advisory Committee on Facilities to review and advise the Executive Director and Principal on matters related to the school's current building and any second facility ultimately approved and occupied. Mr. Carr noted that he would look to the Principal for recommendations of the teachers to appoint to such committee.

Absentee Report

The Executive Director noted for the board's review the absentee report distributed to the trustees without discussion.

Principal Report

The Principal, having been excused from attendance at the meeting, was not able to deliver a report in person, and the Chairman agreed, as requested by members of the board, that he would request that the principal make available a written report on academic performance of the school at least monthly in advance of board meetings whenever she would be unable to attend in person.

Social Worker Teacher Strategy and Action Plan

The Chairman reminded the board of prior discussions regarding the need to better articulate and develop the School's strategy and plan of action for the use of social worker teachers in the classroom. Upon a motion duly made and seconded the board unanimously approved the following resolution:

> **RESOLVED THAT,** the Rosalyn Yalow Charter School is hereby authorized and directed to undertake, and expend up to $50,000 for outside consultants and advisors for use in, the preparation of a social worker teacher strategy and action plan, in consultation with the executive director and principal, and such additional expenditures related thereto in the reasonable judgement of the Chairman, and the Chairman authorized to direct, manage and undertake such activity and retain such outside consultants and advisors as he should determine in his reasonable judgement, and to take such further acts and make such required submissions and filings related thereto and execute such documents and agreements as are reasonably necessary to implement this resolution.

Chess Tournament

The Executive Director reported on the School's planned attendance at the NY State Scholastic Chess Championships in Saratoga, NY on March 10 and 11, and the importance of supporting the highly competitive chess team of the School. He informed the board that participation in the tournament was being supported by donations and parent fundraising, but additional funding was required for full participation. Upon a motion duly made and seconded, the board unanimously approved the expenditure of $9,000, in addition to amounts received from outside sources, for costs related to attendance and competition in the chess tournament.

New Business

There was no new business

Public Comment

There were no public comments.

Adjournment

The meeting was adjourned at approximately 9:15 pm.

Submitted by John W. Carr, Chairman,
on behalf of Shirley Saunders, Secretary
Approved by the Board of Trustees on
March 20, 2018

Exhibit A

WHEREAS, the Rosalyn Yalow Charter School is in the process of requesting a charter revision to open a second location to accommodate growth as provided for in its charter from the New York State Education Department while continuing to operate at its existing facility at 116 E. 169th Street, Bronx, NY. and

WHEREAS, the proposed second facility is located at 3480 Third Avenue, Bronx, NY and currently is leased to an existing charter school, and

WHEREAS, the Executive Director has advised the Board that the principal terms of the proposed lease for 3480 Third Avenue will be as follows: (1) three-year gross lease; (2) delivery of possession not later than July 1, 2018; (4) approximate annual rental of $682,000 in the first year, $702,460 in the second year, and $723,574 in the third year; (5) security deposit of $159,000; (6) tenant to pay all utilities; (7) tenant to maintain the premises, structural and non-structural; (8) tenant to subordinate to Landlord mortgage provided mortgagee gives non-disturbance agreement and (9) lease subject to Board approval, and approval of New York State Education Department.

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT, the Executive Director of the School is hereby authorized and directed to enter into an agreement to lease the premises at 3480 Third Avenue, Bronx, New York upon the terms proposed to the Board by the Executive Director and pursuant to the terms of the lease agreement presented to the Board at this meeting, and it is hereby, with such change in the terms that such Executive Director may reasonably agree to after conferring with the Chairman, and

FURTHER RESOLVED THAT, the Executive Director of the School is hereby authorized and directed to file a revised application with the New York State Education Department seeking an amendment of its charter to permit the extension of its lease at its current school location and to authorize the expansion of the School onto a second campus located at 3480 Third Avenue on the terms discussed with the Board at this meeting, and

FURTHER RESOLVED THAT, the Executive Director of the School is hereby authorized and directed to take such further acts and execute such agreements as are reasonably necessary to implement the foregoing.

> **Resolved:** The Rosalyn Yalow Charter School Board of Trustees amends the board resolution passed on November 21, 2017, listed as Attachment A to the Proposed Charter Revision for Rosalyn Yalow Charter School, authorizing and directing the executive director to file a revised application with the New York State Education Department seeking an amendment of its charter to permit the extension of its lease at its current school location in the Church Building and to authorize the expansion of the School onto a second campus at 3490 Third Avenue pursuant to the lease presented to the Board at this meeting, and negotiate the changes to the Third Avenue lease as stipulated by the board of trustees.

THE ROSALYN YALOW CHARTER SCHOOL

116 East 169th Street• Bronx, New York, 10452
• Phone: 347.735.5480 •info@yalowcharter.org
Web: www.yalowcharter.org

Board of Trustees Meeting
Minutes

Tuesday, April 17, 2018, 6:30 p.m.
116th East 169th Street
Bronx, New York 10463

Trustees Present

John Carr, Sandra Hayes, Ben Yalow, Ivan Lee, Miguel Balbuena, Gregoria Feliciano and Shirley Saunders. Michael Rosen participated by telephone. Alec Diacou, executive director, Letta Belle, principal, Yvonne Booker-Byers, director of assessment, Shannon Burton, dean of instruction, Donald Mabrey, dean of students, and Collin Raymond, CSBM were also in attendance.

Call to Order

The meeting was called to order at 6:39 p.m.

2. Executive Session

The board agreed to engage BoardOnTrack for further board development, and the April 21, 2018 board retreat is rescheduled to May 5, 2018 from 10:00 a.m. - 5:00 p.m.

Governance Resolution

The Governance Resolution was discussed at length and agreed upon unanimously.

> **RESOLVED THAT,** except as may otherwise be authorized by resolution of the board or expressly delegated to committees of the board, the Executive Director and the Principal shall report to and communicate with the Board at meetings and between meetings through the Chairman who shall act on behalf of the Board consistent with the School's charter, applicable law and delegations and authorizations of the Board of Trustees; provided that this shall in no way restrict the legal authority of individual trustees, Board committees or their chairs or designees to seek or obtain information about the activities of the School in the performance of their duties.

Preparation of Draft Minutes Resolution

The Preparation of Draft Minutes Resolution was discussed and agreed upon unanimously.

> **RESOLVED THAT,** the Chairman is authorized to appoint a new or existing staff member (who may be an employee of the School) to undertake the duty of taking notes and preparing draft minutes at each meeting of the Board of Trustees for the Secretary or any Assistant Secretary (which office such person may be appointed to hold) at a cost not to exceed $3,000 per year.

3. Adoption of Agenda

The adoption of the agenda was duly motioned and passed.

4. Chairman Report

5. Finance Report (Collin Raymond, CSBM, Michael Rosen)

9-month net income is $996k, and FY17-18 year is forecast to end with net income of $983k. A detailed discussion on IEP's and special education services ensued, including the ratio of teachers to students and IEP service reimbursements. We have 68 students receiving special education services.

We have begun staffing our operations to open the second campus on Third Avenue. We plan to hire 15-20 new teachers for the FY 18-19 and calculate on losing 8 teachers.

6. Facility Expansion (Resolution)

With respect to Yalow's charter revision request, NYSED is waiting for Yalow's board to finalize the opening and closing times of the two (2) campus locations 3480 Third Ave., Bronx, NY and 116 E. 169th St., Bronx, NY. Upon a motion duly made and seconded the board unanimously adopted the following resolution:

RESOLVED THAT, the opening and closing times for each campus will be as follow:

	169th Street	Third Avenue
Opening times:	8:00 a.m.	7:30 a.m.
Closing times:	5:00 p.m.	4:30 p.m.

This resolution was duly made, seconded and unanimously passed by the Board of Trustees.

7. Review of Facility Leases

Discussions ensued about our current location. Our attorney has prepared a First Amendment to Lease between Walker Memorial Baptist Church and Rosalyn Yalow Charter School (attached), addressing the roof and other responsibilities the Church has to Yalow school. Upon a motion duly made and seconded the board unanimously adopted the following resolution:

> **RESOLVED THAT,** the First Amendment to Lease between Walker Memorial Baptist Church and Rosalyn Yalow Charter is approved.

It was also suggested that a Negotiating Committee be formed.

8. Principal Report

Our new dean of students, Mr. Don Mabrey, gave an overview of our student attendance and absentee report summaries as of April 13, 2018. See handouts submitted. A vigorous discussion ensued.

Principal Belle informed the board that the NYS Math test will be administered to Yalow's 3rd-grade students May 1-2, 2018. Naomi Ishida, Yalow's Singapore math instructional specialist, gave an extensive overview of the status of the math program.

Principal Belle addressed Yalow's compliance with teacher certification requirements, and is urging uncertified teachers to submit their pathway for NYS certification to her by May. Ms.

Belle projects that 15 to 20 teachers will need to be hired for FY18-19, and looks forward to utilizing Yalow's two campus locations beginning in September.

Yvonne Booker-Byers and Mr. M. Balbuena will attend a seminar at the Charter Center regarding student data collection on April 25, 2018. Mr. Carr suggested we form a pilot system of collecting student data for board review, which is more comprehensive than what we currently use.

9. Executive Director Report

The FY18-19 student lottery was held April 11. We accepted 120 kindergarten, 11 1st-grade, and 11 2nd-grade students. Over 400 applicants remain on our wait list (323 Kindergarten, 50 1st grade, 38 2nd grade). The Executive Director said that the Bronx Borough President, Ruben Diaz, Jr. will come to Yalow on Monday April 30, 2018 to give Yalow's chess team certificates for winning the 2018 NYS Scholastic Chess Championships. A performance based teacher bonus plan was discussed.

10. New Business – None

11. Public Comment – None

12. Adjournment – 9:37 p.m.

Submitted by Shirley Saunders, Secretary
Approved by the Board of Trustees on
May 15, 2018

Minutes

ROSALYN YALOW CHARTER SCHOOL
BOARD RETREAT

NEW YORK BOTANICAL GARDENS
2900 Southern Boulevard
Bronx, New York
Saturday, May 5, 2018 at 10:00 a.m.

Trustees Present

Benjamin Yalow, Dr. Sandra Hayes, Michael Rosen, Shirley Saunders and Alec Diacou, Executive Director.

We did not have a quorum of Trustees, therefore this meeting was informal and limited to discussion only.

- 990 – this IRS document had not been signed. Mr. Rosen agreed to sign it as the Board Treasurer.

- John Carr gave the Board notice that he resigned as board chairman and we must make NYSED Charter School Office (Ms. Nicole Henderson) aware of his resignation. We discussed this issue at length. No recommendation was agreed upon.

- The April 17th, 2018 minutes need to be approved at our next Board meeting.

- It was previously agreed that the Board of Trustees needed to hire a person who can take minutes at our meetings. We will be moving forward with that.

- Charter – we need to review our charter periodically just to be sure there is clarity with the staff, parents and the trustees. We need to set our calendars whereas when trustees need to be re-appointed, various yearly exams the students take (assessments).

- We also need an events calendar to be issued with our agenda.

- Managing and measuring student performance – Principal Belle should be in attendance once a month at our Trustees meeting or her proxy to advise us on the progress of our students. If the Principal is unable to attend our monthly meetings, then it is fair for us to know by name who we should expect on her behalf and present the status of our students.

- Discussed questions about student performance, which will be sent to principal Belle with a request to submit answers by Friday, May 12.

- 2018-19 Budget – Several key issues concerning the budget were discussed by Michael, Ben, and Alec, and the budget will be submitted to the full board for a vote. T

- The lease with Walker Memorial was discussed in great detail. We thought we had a lease, but they came back to us with a re-negotiated lease making us responsible for anything and everything that will occur in our building. We are having our attorneys investigate our options concerning a re-negotiated lease. We will also contact Ms. Soto, Esq. an attorney recommended to us.

- Our attorney, Bernie Kennedy, was conferenced in on speakerphone to discuss Yalow's lease problems. He suggested we get engineering estimates for the cost of replacing the four rooftop HVAC units, and Alec was asked get estimates.

- Brainstorming - We asked ourselves questions like "charter design items" – do we want to make change in the charter's model? Examples, changing teacher-social worker model to 2 teachers per class? Saturday Academy time on tasks. Should M-F learning time be reduced to 6 hours? Classroom management and success for teachers and students. Every Oct. 5 we must submit our measure of progress and send it to the state.

- Recommended a payout to teachers for PTO time of $200.00 per day.

- Discussed the "health" of our school – The challenge of teachers vs. social workers. How is our staff doing? (evaluations). Appropriate umbers of students and teachers per classroom: 2 teachers, 30 students per class. Can we work with one social worker per class? Our 401k match plan is okay.

- Reviewed health benefits from Aetna, Blue Cross/Blue Sheild, and Oxford/United. Oxford was recommended, with Yalow subsidizing 92% of Basic plan.

- The meeting ended approximately 5:00 p.m.

Submitted by
Shirley J. Saunders, Secretary
Approved by participating Trustees
May 15, 2018

THE ROSALYN YALOW CHARTER SCHOOL

116 East 169th Street• Bronx, New York, 10452
• Phone: 347.735.5480 •info@yalowcharter.org
Web: www.yalowcharter.org

Board of Trustees Meeting
Minutes

Tuesday, May 15, 2018, 6:30 p.m.
116 E. 169th Street
Bronx, New York 10463

Trustees Present

Miguel Balbuena, Iva Lee, John W. Carr, Sandra Hayes, Shirley Saunders, Gregoria Feliciano.

Via Skype: Michael Rosen

Staff: Letta Belle Principal, Yvonne Booker-Byers, Naomi Ishida, Allison Reynolds, Shannon Burton, Don Mabrey, Collin Raymond

Via Phone: Donna Friedman, Executive Director, Mosaic Mental Health

Guests: Bernard Kennedy, Esq. of Bond, Schoeneck, & King, LLP, and Marissa Soto, Esq. of Soto & Associates.

Call to Order

The meeting was chaired by Sandra Hayes, and called to order at 6:40 p.m. A quorum was present.

Executive Session

Discussion ensued on potential litigation and Board governance. With the hiring of BoardOnTrack on May 7, 2018, we now have a stronger governance platform in place.

In order to enter into a 3-year lease renewal, Walker Memorial is insisting on a triple-net lease. We will have our attorneys explore renegotiating a lease renewal that allows Yalow to continue putting money into student services rather than building renovations. Our target completion date is June 1, 2018.

Although Mr. Carr has resigned as Chairman of the Trustees Board, he will remain a Trustee. We will advise Ms. Nicole Henderson at NYSED.

The Board discussed reorganizing the Board to include a Chairman and a Co-Chairman of the Board of Trustees for a 6-month trial period. A motion was duly made amending the By-Laws to create a Co-Chairman and election of Chairman and Co-Chairman (Attachment A).

A motion was duly made to elect Mr. Michael Balbuena as Chairman of the Board of Trustees and Mr. Ivan Lee as Co-Chairman. This motion passed with a vote of 7 to 0.

Adoption of Agenda

Upon a motion duly made, and seconded, the agenda was unanimously approved.

Approval of Minutes

Upon a motion duly made and seconded, the minutes of the meeting held on April 17, 2018, as amended, were unanimously approved.

Upon a motion duly made and seconded, the minutes of the board retreat held on May 5, 2018 were unanimously approved by the board members present at the retreat.

Finance Report

Michael Rosen and Collin Raymond of CSBM reviewed the monthly finance report for the 10-month period ending on April 30, 2018, distributed to the board. Finances are in a little better shape due to lower expenses, particularly salaries and taxes, giving us a greater surplus.

Fiscal 2018-19 Budget

The board received the 2-year budget covering the July 1, 2018 – June 30, 2020 period prepared by the executive director and reviewed by the finance committee during the May 5 Board retreat with a recommendation for submission to the full board. Following a lengthy discussion, upon a motion duly made and seconded, the budget was unanimously approved.

Employee Medical Benefits for FY2018-19

Quotes from three small employer plans (Oxford/United Health Care, Aetna, and Blue Cross/Blue Shield) were considered for FY18-19. Oxford had the lowest cost for the equivalent services Yalow is offering employees in FY17-18. Yalow's finance committee recommended increasing the subsidy Yalow currently offers for Oxford's basic plan from 90% in FY17-18, to 92% for FY18-19—a net increase in cost of 2.8% to Yalow.

Upon a motion duly made and seconded, the school's board of directors approved the following resolution.

> **Resolved:** the Board of Trustees approves and authorizes the executive director to offer employees the Oxford Metro Gold Gated health plan (specialist referrals required) and subsidize $659.73 of the individual premium. Metro Gold Non-Gated (specialist referrals not required) and Freedom Gold plans shall be offered to employees as "buy-up" health plans options.

FY17-18 School Calendar

Following review of the proposed school calendar, upon motions duly made and seconded, the school's board of directors unanimously approved the following resolutions.

> **Resolved:** That the Board of Directors sets the number of official school days at 193 days, commencing September 4, 2018 and ending June 28, 2019, which includes two additional days to cover emergency school closures.

Paid Time Off (PTO) Buy-back Policy

Pursuant to a proposal made by the principal, Yalow's finance committee recommended compensating employees for each unused PTO day. Principal Belle noted that employees perceive PTO days as entitlements and a PTO buy-back program may reduce employee absenteeism.

Upon a motion duly made and seconded, the school's board of directors approved the following resolution.

> **Resolved:** the Board of Trustees approves compensating employees $200 for each unused Paid Time Off day outlined in the Rosalyn Yalow Charter School Employee Handbook.

Authorization to sign Third Avenue Facility Lease

Following a review of the revised annual rent for 3480 Third Avenue, upon a motion duly made and seconded, the school's board of directors unanimously approved the following resolution.

> **Resolved:** That the Board of Directors authorizes Alec Diacou to sign the three-year lease with the landlord for 3490 Third Avenue, 3480 Third Avenue Realty LLC, for the lease commencing July 1, 2018.

Authorization to Switch Worker's Compensation Policy

The NYS Insurance Fund is adding a 32% surcharge to Yalow's premium due to "experience claims" (Nash and Morris). Our insurance broker, B&G Group, has secured a workers comp proposal from Utica National providing for significant savings.

Following discussion, upon a motion duly made and seconded, the school's board of directors approved the following resolution.

> **Resolved:** the Board of Trustees authorizes the executive director to drop the NYS Insurance Fund as carrier for Rosalyn Yalow Charter School's Worker's Compensation Policy effective May 18, 2018, and enter a new policy with Utica Mutual Insurance Co.

Principal Report

See attached report. Lengthy discussion of student progress ensued. Teacher recruitment for FY18-19 continues. Remaining hires needed: 5 teacher-social workers, 4 lead teachers/teaching fellows, and 4 response to intervention team teachers (special ed, ELL, and other).

Absentee Report

The absentee report was distributed to the trustees without discussion.

New Business

Sandra Hayes suggested that the Board consult BoardOnTrack about structuring an anonymous teacher survey. The goal: improved communication between the teachers and administration.

John Carr reviewed the objectives of the social worker-teacher strategy and action plan approved at the February 2018 board meeting and subsequent engagement of Mosaic Mental Health to prepare a working outline for effective utitlization of teacher-social workers in classrooms. Principal Belle was directed to meet with Dr. Donna Friedman and finalize the report.

In order to entice additional social workers to join Yalow's teacher-social worker model, John Carr raised the issue of adjusting Yalow's salary scale to compensate social workers for holding an LMSW, equivalent with teacher compensation for holding a master's degree in education. Following discussion, upon a motion duly made and seconded, the school's board of directors approved the following resolution.

> **Resolved:** the Board of Trustees authorizes the executive director to provide equivalent compensation to teachers holding a masters degree in either social work or education.

Public Comment

None.

Adjournment

The meeting was adjourned at 10:38 p.m.

Submitted by
Shirley Saunders, Secretary
Approved by Board of
Trustees on June 4, 2018

Attachment A, Executive Session, May 15, 2018 Board Minutes

[Resolutions amending By-Laws to create Co-Chair and election of Chairman and Co-Chair]

Resolved that the By-laws of the Rosalyn Yalow Charter Schools are hereby amended to add to Section 6.1 the following new subparagraph

> (b) *Co-Chair*: The Co-Chair shall have all powers of the Chair except as are expressly not delegated to the Co-chair by the Chair and shall have such other powers as the Board may prescribe.

The current subsection (b) of section 6.1 shall be amended to read as follows

> (c) Vice Chair: The Vice-Chair shall act in the place of the Chair and Co-Chair if both are absent or unable to fulfill their duties and when so acting will have all the Chair's powers and be subject to the same restrictions. The Vice-Chair shall have such other powers as the Board may prescribe.

The other existing subsections (c) through (g) of Section 6.1 shall be re-lettered in sequence as subsections (d) through (h).

Resolved that the officers of the Rosalyn Yalow School are directed to file this resolution setting forth the amendment to the By-laws of the Rosalyn Yalow Charter School with the New York State Education Department (the "NYSED") and such other appropriate offices or persons, for such and any review that may be required of them.

Resolved that Miguel Balbuena is hereby elected to the office of Chair effective immediately or, if so required, upon approval of the NYSED.

Resolved that Ivan Lee is herby elected to the office of Co-Chair effective immediately or if required, upon the approval of the NYSED, including to the extent of the review and approval of the amendment of the By-Laws provided for in these resolutions.

Adopted by Unanimous Vote of the Board of Trustees on May 15, 2018

THE ROSALYN YALOW CHARTER SCHOOL

116 East 169th Street• Bronx, New York, 10452
• Phone: 347.735.5480 •info@yalowcharter.org
Web: www.yalowcharter.org

Special Meeting of the Board of Trustees
Minutes

Monday, June 4, 2018, 6:30 p.m.
116 E. 169th Street
Bronx, New York 10463

Trustees Present

Ben Yalow.

Via Skype: Michael Rosen, Miguel Balbuena, Ivan Lee, John W. Carr.

Via Phone: Gregoria Feliciano, Shirley Saunders.

Staff: Alec Diacou.

Call to Order

The meeting was chaired by Miguel Balbuena, and called to order at 6:35 p.m. A quorum was present.

Approval of Minutes

Upon a motion duly made and seconded, the minutes of the meeting held on May 15, 2018, as amended, were unanimously approved.

Lease Extension With Walker Memorial Baptist Church

Following discussion of lease revisions, upon a motion duly made and seconded, the school's board of directors approved the following resolution.

> **Resolved:** the Board of Trustees approves the First Amendment to Lease between Walker Memorial Baptist Church (lessor), and Rosalyn Yalow Charter School (lessee), dated April 30, 2015, amending the expiration date of the Lease Term to 5:00 p.m., June 20, 2021 at a Fixed Rent of $1,260,000 per annum, commencing July 1, 2018.

Authorization to Execute First Amendment to Lease

Upon a motion duly made and seconded, the school's board of directors unanimously approved the following resolutions.

> **Resolved:** That the Board of Trustees authorizes the Executive Director to sign the First Amendment to Lease between Walker Memorial Baptist Church and Rosalyn Yalow Charter School.

Authorization to Make Security Deposits

Upon a motion duly made and seconded, the school's board of directors approved the following resolution.

> **Resolved:** the Board of Trustees to make the security deposits stipulated under the First Amendment to Lease between Walker Memorial Baptist Church and Rosalyn

Yalow Charter School, and the Third Avenue Facility Lease between 3480 Third Avenue Realty LLC and Rosalyn Yalow Charter School.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:58 p.m.

Submitted by
Shirley Saunders, Secretary
Approved by Board of
Trustees on June 19, 2018

THE ROSALYN YALOW CHARTER SCHOOL

116 East 169th Street• Bronx, New York, 10452
• Phone: 347.735.5480 •info@yalowcharter.org
Web: www.yalowcharter.org

Board of Trustees Meeting
Minutes

Tuesday, June 19, 2018, 6:30 p.m.
116 East 169th Street
Bronx, New York 10463

Trustees Present

Miguel Balbuena—Chair, Ivan Lee, John W. Carr, Sandra Hayes, Shirley Saunders, Gregoria Feliciano, Benjamin Yalow.
Via Skype: Sandra Hayes – Vice Chair, Michael Rosen – Treasurer
Staff: Alec Diacou – Executive Director, Yvonne Booker-Byers – director of assessment, Naomi Ishida, Don Mabrey – Dean of Students, Collin Raymond – CSBM.

Call to Order

The meeting was called to order at 6:36 p.m. by Miguel Balbuena, Chairman. A quorum was present.

Adoption of Agenda

The agenda was adopted.

Acceptance of the Minutes of June 4, 2018

Upon a motion duly made and seconded, the minutes for the meeting held on June 4, 2018 were unanimously approved, as amended.

Board Approval Items

Authorization to Enter into Collaboration Agreement With Bank Street College of Education

Included in the commissioned study being conducted by Mosaic Mental Health for utilization of teacher-social workers in K-2 classrooms was a recommendation for school-wide staff professional development by the Bank Street Center for Emotionally Responsive Practice (ERP), beginning in August and continuing through the FY18-19 school year. Mosaic feels that ERP is essential to reducing student emotional outbursts. The Bank Street collaboration is designed to provide all staff with a common understanding of childhood behavior and development, and provide a common language for informing Yalow's student intervention practices and promote preventive practices to reduce stress for students and teachers. ERP is a year-long training program, including16 days of professional development and classroom observations, commencing with 3 days during Yalow's Summer Teacher Workshop in August. Yalow chooses specific trainings.

Following a discussion of the Bank Street proposal, upon a motion duly made and seconded, the school's board of trustees approved the following resolution.

Resolved: That the Board of Trustees approves entering into a collaboration with Bank Street College of Education Center for Emotionally Responsive Practice at an approximate cost of $50,000, commencing August 1, 2018.

Revision to Section 6.1 (b) of By-Laws

Conforming changes to the Rosalyn Yalow charter School By-Laws dated September 6, 2014, as discussed in Executive Session at the May 15, 2018 board meeting to add the position of Co-Chair to the list of officers, were presented for review. Upon a motion duly made and seconded, the school's board of trustees approved the following resolution.

> **Resolved:** the Board of Trustees approves adding the position of Co-Chair to the list of board officers in Section 6.1 (b) of the By-Laws and authorizes the executive director to submit a charter revision request to the NYSED pursuant to the Charter School Revision Guidelines dated November 2016.

Revision to Section 6.1 (g) of By-Laws

Mr. Carr pointed out that the school By-Laws dated September 6, 2014 are out of compliance describing the roles of the executive director and the principal, and introduced a resolution to amend Section 6.1 (g). Following review of the proposed amendment, upon motions duly made and seconded, the school's board of trustees unanimously approved the following resolution.

> **Resolved:** That the Board of Trustees approves limiting the Executive Director's general supervision of the school delineated in Section 6.1(g) to those activities not delegated to the principal in subsection 6.1(i) or otherwise by the board, as more fully described in Attachment A.

Revisions to the Student and Family Handbook for the 2018-2019 School Year

During the 2018-2019 School Year the Charter School will operate on two campuses with staggered opening and closing hours on Main Campus and the Third Avenue Campus to accommodate parents with siblings on both campuses, necessitating changes to the Student and Family Handbook. Other differences in policies for the two campuses based on grade levels were also discussed.

Following review of the proposed amendment, upon motions duly made and seconded, the school's board of directors unanimously approved the following resolutions.

> **Resolved:** the Board of Trustees approves amending the revisions previously approved by the board on October 17, 2017 to the Student-Family Handbook, subject to NYSED's final approval, to include the amendments contained in Attachment B.

Engagement of Executive-Excellence as a Recruiter

Mr. Diacou recommended the engagement of a new recruiter, Executive-Excellence for two positions at the new Third Avenue campus: Operations Manager and Dean of Students.

Following a discussion of the proposed costs relative to other recruitment contracts, upon motions duly made and seconded, the school's board of directors unanimously approved the following resolution.

> **Resolved:** the Board of Trustees authorizes the executive director to enter into the proposed contract with Executive-Excellence for a fixed fee of $25,000.

FY18-19 Board Meeting Calendar

Following review of the proposed Board Meeting schedule, upon motions duly made and seconded, the school's board of trustees unanimously approved the following resolution.

> **Resolved:** That the Board of Trustees approves the attached FY18-19 Board meeting schedule providing for meetings on the third Tuesday of each month, at 6:30 p.m., in the School's main campus, located at 116 E. 169th St, Bronx, NY.

FY17-18 Bonuses

Following review and discussion of the proposed bonus schedule previously presented to the Finance Committee, a recommendation was made to postpone final determination of individual bonuses pending presentation and analysis of the academic progress of chess and fencing team students. It was agreed, however, that the expense should be fixed. Upon motions duly made and seconded, the school's board of directors unanimously approved the following resolution.

Upon motions duly made and seconded, the school's board of trustees unanimously approved the following resolution.

> **Resolved:** the Board of Trustees authorizes staff bonuses, to be determined, in the amount of $30,000.

Academics

- Dean Mabrey stated he is preparing for the Kindergarten Moving-Up Ceremony.
- Cut Scores – The Cut Scores are a state assessment with a grade of 3 being performance at grade level and a grade 4, performance above grade level. Dean Mabrey stated there is no data to determine how many students are or are not meeting proficiency goals. It was suggested an internal tool be created to capture this data.
- 17% of students are chronically absent. Dean Mabrey was asked to look into the patterns of these absentees. In addition, the Board is interested in knowing are the students with a high absentee rate meeting proficiency goals.
- Students will remain using the current CKLA Curriculum.
- Summer school classes will be held July 5-July 27, 3 hours a day. Currently there are 60 students registered but are prepared to enroll 90 if necessary.
- For those students enrolled in the Chess Program, the Board would like a report on their academic performance.
- Teacher Hiring Process- Interviews are going well for the hiring of new teachers. However, there is a struggle in hiring Social Workers. 54% of teachers are certified and 46% are uncertified.
- Ms. Booker-Byers recommended that since the Academic and Leadership teams work side by side, it would be beneficial if both participated in training.
- 2017-2018 NYC Quality Guide Survey-This item has been tabled and will be discussed at the next Board Meeting.

Operations of the School

- **Finance Report (Collin Raymond)**

  Currently there is a cash surplus due to unfilled positions. By the end of the fiscal year there will be roughly $1.8 Million in the bank. However, that number is expected to decrease due to unpaid bills such as legal expenses and consultant fees.
- The preparation for the preliminary audit has begun. The process will be reviewed with the Board.
- The distribution of the $30K towards bonuses will be distributed after June 30th. It's recommend the Board write a letter stating it's intention on the distribution of the $30K so it can be included in the current fiscal year. The letter should be complete before or by the next scheduled Board Meeting.
- Board Members interested in making a donation should do so as soon as possible so it too can be included in the current fiscal year.

- **Facility Lease Updates (Alec Diacou)**
  - The Church has not yet entered into agreements with the contractors for the restoration of the roof and HVAC system, as required under the newly executed First Amendment to the Lease.
  - Painting/renovations have begun at the Third Avenue campus.

New Business

It was recommended the materials presented for the academic reports be presented in a more organized manner.

Submitted by

Shirley Saunders, Secretary

Approved by Board of Trustees on July xx, 2018

Adjournment

The meeting was adjourned at 8:56 p.m.

Entry 10 Enrollment and Retention of Special Populations

Created: 07/19/2018 • Last updated: 08/01/2018

Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2017-18 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2018-19.

ROSALYN YALOW CS (REGENTS)Section Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2017-18	Describe Recruitment Plans in 2018-19)
Economically Disadvantaged	To recruit Economically Disadvantaged students, Rosalyn Yalow Charter School focused its recruitment strategies on high needs neighborhoods in the Bronx. The specific strategy included a combination of in-person outreach, community advertising and media, individual organizational appeals and information sessions and events. At the end of 2017-18, 95.2% of students qualified for free and reduced price lunch, our primary indicator of Economically Disadvantaged status.	To continue our solid efforts to recruit Economically Disadvantaged students in the 2018-19 school year, Rosalyn Yalow Charter School will further target its mailings, advertising, and outreach to specific zip codes and communities in the Bronx. The school will also offer at least 25 information sessions throughout the school community. In addition, the school will continue providing targeted support for families in completing and returning the lunch forms.
English Language Learners	To specifically recruit English Language Learners, Yalow made posters, brochures and applications available in Spanish. In addition, Yalow published advertisements in Spanish newspapers such as El Diario. The Executive Director and staff also canvassed neighborhoods with large non-English speaking populations to inform families about the school and support their efforts to enroll. Moreover, during information sessions, Yalow provided translation services in Spanish. In many cases, families opted to translate for each other to ensure their community members had an optimal understanding of the school’s program. In 2017-18, 30% of the school's students were English Language Learners.	Although we do not anticipate making any substantial changes to our efforts to recruit English Language Learners, we will continue to encourage our current non-English families to share information about the school and the myriad of services we provide for ELL students and their families.
Students with Disabilities	To specifically recruit students with disabilities, Yalow staff conducted Parent Workshops at Head Start programs in CSD 9 and CSD 7, including several with high concentrations of Special Education students. During all outreach efforts, Yalow staff shared details of the school’s program for serving students with disabilities and integrating them fully into the school. We have also redoubled efforts with the CSE to review student referrals for IEPs in the time period required under federal law. Of our total student population in 2017-18, 18% were Students with Disabilities.	Our efforts to recruit Students with Disabilities in 2018-19 will be similar to our efforts this past year. Now that we can demonstrate success in working with Students with Disabilities, we will add this information to our printed materials, website, and presentations.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2017-18	Describe Retention Plans in 2018-19)
Economically Disadvantaged	RYCS strives to retain Economically Disadvantaged students by maintaining an inclusive environment in which all students are fully able to participate in school programs and extracurriculars regardless of their family's ability to pay. Uniforms and supplies are provided for all families who cannot afford the expense, and no students are charged for activities, field trips and special programs.	In 2018-19, RYCS will use the same strategies to retain Economically Disadvantaged students as in 2017-18.
English Language Learners	To retain ELL students, Yalow runs a full inclusion program with ELLs receiving language acquisition services within the general education classroom. The school uses the Core Knowledge Language Arts program for grades K-3, which integrates phonics with story time and small-group tutoring to create a balanced literacy program. We also use the STEP Literacy program to adapt our phonics and literacy instruction to meet the needs of individual ELL students through small-group tutoring. The school employs two ELL instructors who push into classrooms during small group sessions to work with ELLs on an individual or group basis depending on each student’s needs. In addition, we provide numerous opportunities for our ELL students to participate and succeed in special programs such as chess and fencing. This past year, 25% of the students on our champion chess team were English Language Learners. Yalow follows all applicable laws in serving its ELL students, including student identification, annual notification to parents, reclassification to fluent English proficient status following the annual NYSESLAT to determine ongoing eligibility, and evaluation of ELL programs.	To continue our efforts to retain English Language Learners, RYCS will continue to provide all mandated services and supplemental supports needed to ensure each student's progress. Therefore, specific changes will be determined by ongoing assessment of needs. The school will also communicate with families regularly to ensure that they are fully able to participate in the school community despite language barriers.
	To retain students eligible for special education services, Yalow employs three special education teachers who push-in to general education classrooms and provide small group support. In addition, based on the recommended program services on the	

Students with Disabilities	Individualized Education Plans (IEPs), special education teachers may also pull students from non-core classes to provide additional interventions. This highly inclusionary model is overseen by the Director of Assessment and Principal who regularly evaluate the efficacy of the program and engage in ongoing communication with families about student performance. The Director of Assessment is responsible for: developing an effective working relationship with CSE staff and educating them about our program for at-risk students; maintaining all student records, including IEPs, in locked filing cabinets in the administrative office; and keeping an access log prior to releasing them to staff. We have also redoubled efforts with the CSE to review student referrals for IEPs in the time period required under federal law. In addition, we provide numerous opportunities for our students with disabilities to participate and succeed in special programs such as chess and fencing. This past year, 10% of the students on our champion chess team were students with IEPs.	We believe that our efforts to retain Students with Disabilities are most effective when they are tied to meeting identified student needs. Therefore, potential changes to the school's plans for 2018-19 will be dictated by the ongoing needs assessed throughout the year, including internal assessments, teacher observations, and parent surveys.

Entry 11 Classroom Teacher and Administrator Attrition

Created: 07/19/2018 • Last updated: 09/05/2018

Report changes in teacher and administrator staffing.

Instructions for completing the Classroom Teacher and Administrator Attrition Tables

Charter schools must complete the tables titled 2017-2018 Classroom Teacher and Administrator Attrition to report changes in teacher and administrator staffing during the 2017-2018 school year. Please provide the full time equivalent (FTE) of staff on June 30, 2017; the FTE for any departed staff from July 1, 2017 through June 30, 2018; the FTE for added staff from July 1, 2017 through June 30, 2018; and the FTE of staff added in newly created positions from July 1, 2017 through June 30, 2018 using the tables provided.

1. Classroom Teacher Attrition Table

	FTE Classroom Teachers on 6/30/17	FTE Classroom Teachers Departed 7/1/17 – 6/30/18	FTE Classroom Teachers Filling Vacant Positions 7/1/17 – 6/30/18	FTE Classroom Teachers Added in New Positions 7/1/17 - 6/30/18	FTE of Classroom Teachers on 6/3018
	27.5	10	10	10	37.5

2. Administrator Position Attrition Table

	FTE Administrative Positions on 6/30/17	FTE Administrators Departed 7/1/17 – 6/30/18	FTE Administrators Filling Vacant Positions 7/1/17 – 6/30/18	FTE Administrators Added in New Positions 7/1/17 - 6/30/18	FTE Administrative Positions on 6/30/18
	7	3	3	6	13

3. Tell your school's story

Charter schools may provide additional information in this section of the Annual Report about their respective teacher and administrator attrition rates as some teacher or administrator departures do not reflect advancement or movement within the charter school networks. Schools may provide additional detail to reflect a teacher's advancement up the ladder to a leadership position within the network or an administrator's movement to lead a new network charter school.

(No response)

4. Charter schools must ensure that all prospective employees receive clearance through the NYSED Office of School Personnel Review and Accountability (OSPRA) prior to employment. After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

Have all employees have been cleared through the NYSED TEACH system?

Yes

5. For perspective or current employees whose clearance has been denied, have you terminated their employment and removed them from the TEACH system?

	Yes

Thank you

Entry 12 Uncertified Teachers

Created: 07/27/2018 • Last updated: 07/30/2018

FTE Count of All Teachers (Certified and Uncertified) as of 6/30/18	31
FTE Count of All Certified Teachers as of 6/30/18	14

Instructions for Reporting Percent of Uncertified Teachers

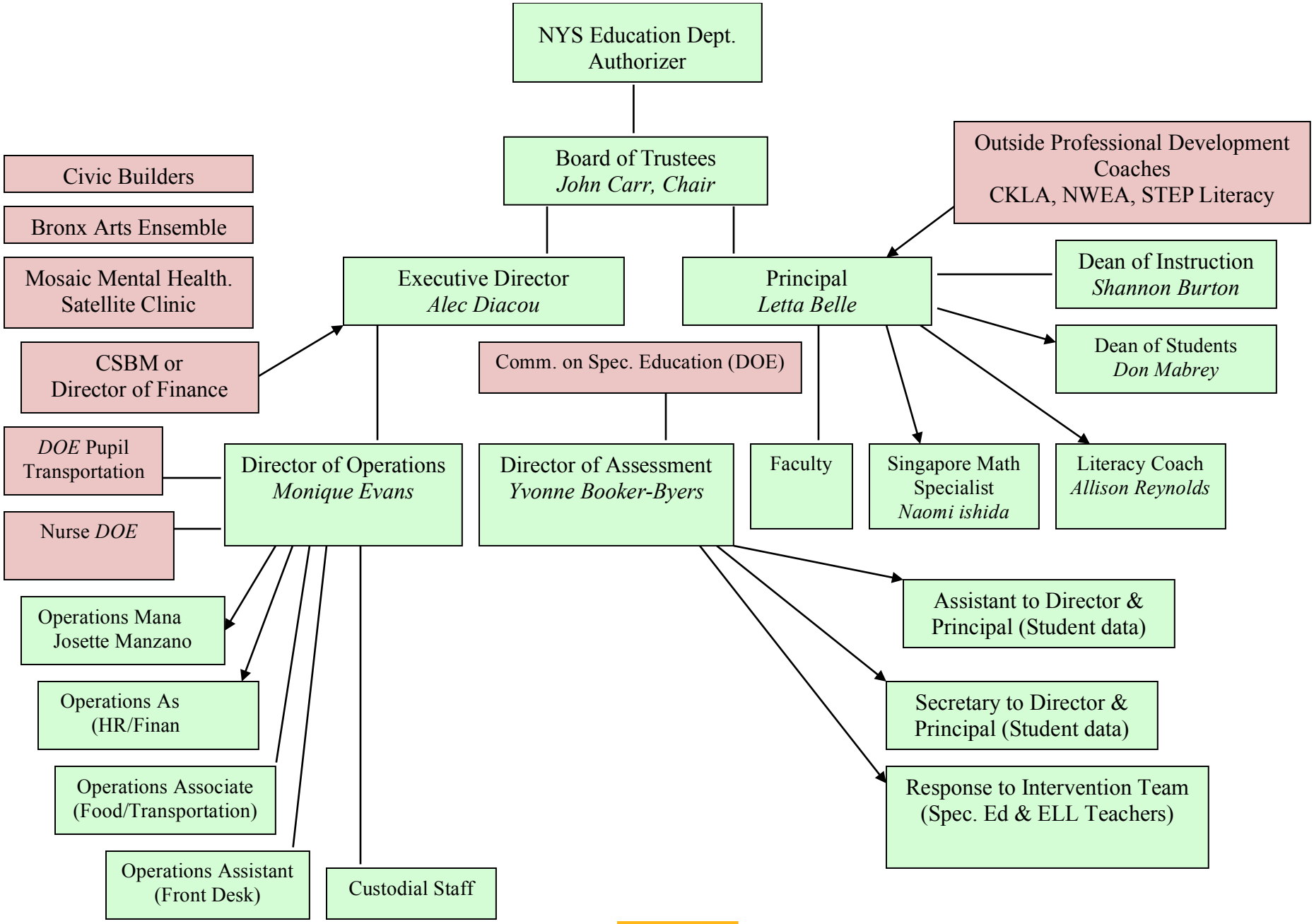
The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time teachers and 5 half time teachers would have an FTE count of 22.5. If more than one column applies to a particular teacher, please select one column for the FTE count. Please do not include paraprofessionals, such as teacher assistants.

FTE count of uncertified teachers on 6/30/18, and each uncertified teacher should be counted only once.

	FTE Count
1. Total FTE count of uncertified teachers (6-30-18)	17
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6-30-18)	4
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-18)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-18)	1
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-18)	3
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-18)	9

Thank you.

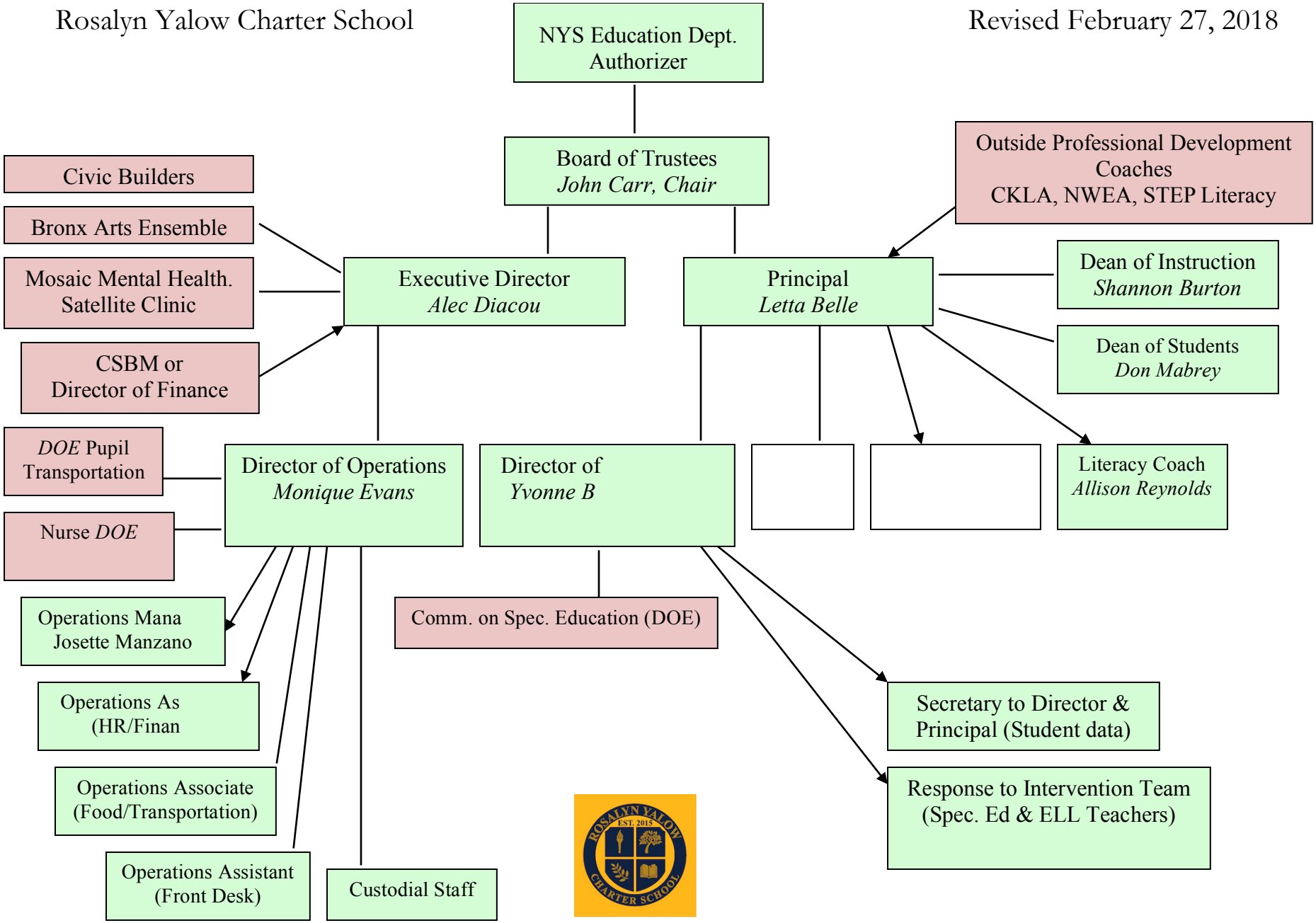
ROSALYN YALOW ORGANIZATION CHART



2017-18 Revised

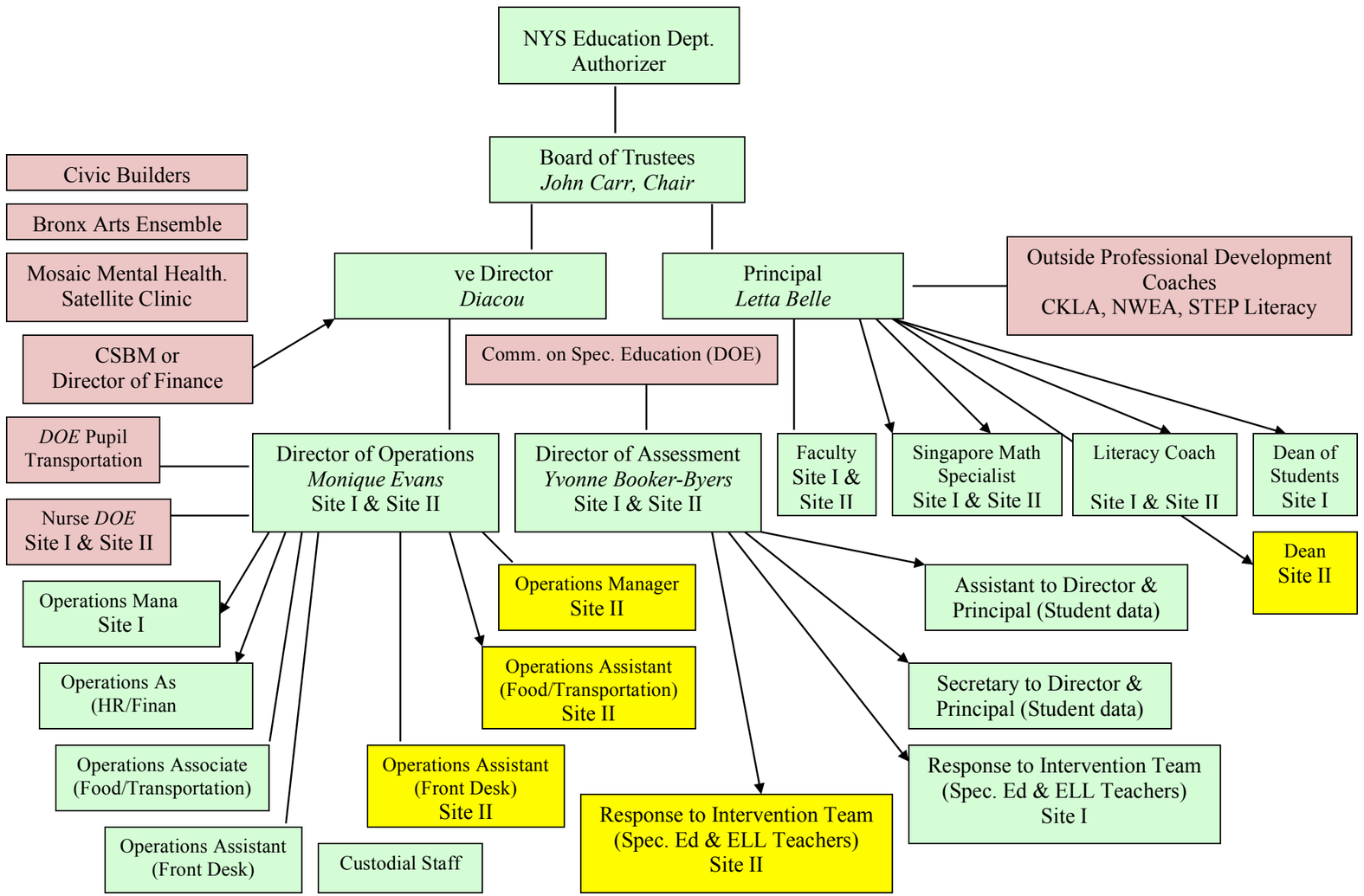
Rosalyn Yalow Charter School

Revised February 27, 2018



Attachment A.1, March 25, 2018

ROSALYN YALOW'S PROPOSED ORGANIZATION CHART
2018-19



THE ROSALYN YALOW CHARTER SCHOOL

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2018-2019 Academic Calendar

September 2018

4th First Day of School

10th Teacher Professional Development: No School

19th Teacher Professional Development: No School

20th Meet The Teacher: 12:00p.m. – 6:00 p.m.

October 2018

8th Columbus Day: No School Teacher Professional Development

November 2018

6th Election Day: No School Teacher Professional Development

12th Veterans Day: No School

21st Half Day For Staff

22nd – 23rd Thanksgiving Holiday: No School

28th Parent Teacher Conference: 12:00 p.m. – 6:00p.m.

December 2018

21st Half day for students and staff

24th – 31st Winter Recess: No School

January 2019

1st New Years Day: No School

18th Teacher Professional Development: No School

21st Dr. Martin Luther King Day: No School

February 2019

5th Teacher Professional Development: No School

15th Teacher Professional Development: No School

18th – 22nd Mid-Winter Recess: No School

March 2019

22nd Teacher Professional Development: No School

27th Parent Teacher Conference: 12:00p.m. – 6:00 p.m.

April 2019

12th Teacher Professional Development: No School

19th – 26th Spring Recess: No School

May 2019

15th Parent Teacher Conference: 12:00 p.m. – 6:00 p.m.

24th Teacher Professional Development: No School

27th Memorial Day: No School

June 2019

6th Teacher Professional Development: No School

29th Half Day for Students and Staff

- **193 total school days**
- 1st Snow Day: February 18th School will be open
- 2nd Snow Day: April 23rd School will be open
- 3rd Snow Day: April 24th School will be open
- Teacher Professional Development Day Hours: 9:00 a.m. – 3:00 p.m.