



Hebrew Language Academy 2
CHARTER SCHOOL

Wednesday, May 29th

6pm

1870 Stillwell Avenue, Brooklyn, NY 11223

Agenda

- a. Public Comments
- b. Adoption of May 2019 Agenda(s)
- c. Approval of April 2019 Minutes
- d. Construction Update
- e. School Leadership Report:
 - i. Enrollment Update
 - ii. Dashboard
- f. Action Item
 - i. Approval of 2019-2020 Instructional Calendar
- g. Executive Session (if needed)
- h. Adjournment



Hebrew Language Academy 2
CHARTER SCHOOL

Board of Trustees Meeting

Wednesday, May 1st
6PM

1870 Stillwell Avenue, Brooklyn, NY 11234

Minutes

Trustees Present

Stella Binkevich*
Alice Li*
Adam Miller
Mike Tobman*
Ella Zalkind*

*by video conference

Also Present

Mark Fink, Hebrew Public*
Katie Passley, Interim Head of School
Judith Damti, Senior Operations Associate

I. Call to Order

Adam Miller called the meeting to order at 6:10 pm and reminded everyone in attendance to sign up for public comments if they wished to speak.

II. Public Comments

None.

III. Adoption of March and April 2019 Agenda

Stella Binkevich made a motion to adopt the March and April 2019 agendas, respectively. Ella Zalkind seconded and the motion carried unanimously.

IV. Approval of February and March 2019 Minutes

Michael Tobman made a motion to adopt the February and March 2019 minutes, respectively. Stella Binkevich seconded and the motion carried unanimously.

V. School Leadership Report (including the enrollment and April 2019 Dashboard)

The Board was briefed on the following:

- a. Enrollment remains steady with enrollment nights set up through May and June to answer prospective parent/guardian questions.
- b. Offer letters have been sent out to teachers for the upcoming school year.
- c. April is poetry month at HLA 2, topics have focused on earth and nature.
- d. Compass learning and stem activities have been ongoing.

VI. Action Item(s)

- a. Approval of Katie Passley as Interim Head of School
Adam Miller made a motion to approve Katie Passley as Interim Head of School while Ashley Furan is out on medical leave. Michael Tobman seconded and the motion carried unanimously.
- b. Approval to temporarily amend the FPP to allow for substitute signatories during the HOS medical leave. Following a discussion, Adam Miller made a motion to temporarily amend the FPP to allow for alternative signatories during the HOS medical leave. Stella Binkevich seconded and the motion carried unanimously. As such, the board passed the following resolution:

**HEBREW LANGUAGE ACADEMY
CHARTER SCHOOL 2**

**RESOLUTIONS OF THE
BOARD OF TRUSTEES**

**AMENDING THE FPP TO ALLOW FOR SUBSTITUTE SIGNATORIES DURING THE HEAD
OF SCHOOL'S MEDICAL LEAVE**

May 1, 2019

The Board of Trustees (the “**Board**”) of Hebrew Language Academy Charter School 2 (the “**School**”) do hereby adopt the following resolutions at a duly held and noticed meeting on the date set forth above.

WHEREAS, pursuant to the School’s Financial Policies and Procedures (the “FPP”) as approved by the Board at a regularly scheduled meeting, the Head of School approves school charges and purchases below \$5,000; whereas the Head of School and Board Treasurer or Hebrew Public CMO Treasurer must jointly approve school charges and purchases over \$5,000 (the Hebrew Public CFO can serve as a second signatory as needed).

WHEREAS, the Head of School needs to go out on medical leave.

WHEREAS, Hebrew Public manages the school as a CMO.

WHEREAS, the FPP requires a sole signatory for charges under \$5,000 and two signatories for charges over \$5,000.

WHEREAS, the Hebrew Public CFO is familiar with the day to day expenses and costs of the school.

WHEREAS, both the Hebrew Public CFO and Hebrew Public Board Treasurer have the expertise and knowledge to review the charges and determine whether to approve or to deny them.

NOW, THEREFORE, BE IT RESOLVED, that until the Head of School returns from medical leave, the FPP is temporarily amended so that the Hebrew Public CFO shall be the sole signatory for school charges and purchases under \$5,000

BE IT FURTHER RESOLVED, that the FPP is temporarily amended so that the Hebrew Public CFO and Hebrew Public Board Treasurer shall jointly be the signatories for school charges and purchases over \$5,000.

VII. Adjournment

Adam Miller made a motion to adjourn. Ella Zalkind seconded and the motion passed unanimously.

HEBREW LANGUAGE ACADEMY 2 DASHBOARD

DATA AS OF 4/30/2019

ENROLLMENT

By grade	Students	Sections	Waitlist 18-19
K	63	3	3
1	76	3	7
2	67	3	1
Total	206	9	11

WITHDRAWALS

Reasons for withdrawal	April only	YTD*
Moved outside NYC	0	4
School choice - dissatisfied	0	6
School choice - higher choice school	0	1
School choice - other/unknown	0	24
Commute distance	0	6
Special education needs	0	14
Expelled	0	0

*Students who withdrew within the first 3 days of school (Sept 4-6) are excluded.

STAFF COMPOSITION

Asian/ Asian-Am.	4	12%
Black/Afr.Am.	6	18%
Hisp./Latino	4	12%
Multi/Other	3	9%
White	17	50%
Native Hawaiian/Pacific Islander	0	0%
No Response	0	0%
Total	34	2/1/19

STAFF VACANCIES

Position	Context
none	

STAFF NEW HIRES

N/A	
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STUDENT DEMOGRAPHICS

	HLA2		CSD 21
	Current	May 2018	K-12, 2017-18
Special Needs	27%	25%	18%
Eng. Lang. Lrnrs.	24%	20%	17%
Econ. Disadv.	77%	80%	73%
Asian	4%	3%	25%
Black/Afr. Am.	21%	25%	14%
Hisp./Latino	13%	8%	25%
Multiracial/Other	4%	5%	2%
White	58%	60%	34%
% in CSD 21	67%	89%	-
% outside CSD 21	33%	11%	-

SUSPENSIONS

	YTD
Number of Students Suspended	21
Total # of Days of Suspension	80
% of Student Population w/ at least 1 Suspension	8.0%

ATTENDANCE

	YTD	Target
Whole School attendance rate	90%	95%
% of students who are absent more than 10% of the time		
All students	37%	
Special needs students	33%	
English Language Learners	37%	
Econ. Disadv.	40%	

FINANCIAL PERFORMANCE

Cash (w/o escrow) on hand as of 4/30/2019	\$1,269,000		
Days of cash on hand:	94	Target days of cash:	90
As of 4/30/2019			
	Revenue	Expenses	Margin
Actual thru 4/30/2019	\$4,521,000	\$3,803,000	\$718,000
Year-End Projection (6/30/19)	\$5,289,000	\$5,004,000	\$285,000
Budget	\$5,050,000	\$4,935,000	\$115,000
Variance	\$239,000	\$69,000	
Projected margin:	5.4%	Target margin:	0% or higher

BOARD OF TRUSTEES

Board Composition		Mtg. Attendance	Quorum
Asian	1	July 86%	Yes
Black/Afr. Am.	1	August 43%	No
Hisp./Latino	0	September 58%	Yes
Multi/Other	0	October 71%	Yes
White	5	November 71%	Yes
		December 43%	No
		January 71%	Yes
		February 71%	Yes
		March 43%	No
		April 71%	Yes
		Average 63%	

2019-2020 HEBREW PUBLIC ACADEMIC CALENDAR

לוח שנת הלימודים 2019-2020

AUGUST 19						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER 19						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Instructional days: 17

OCTOBER 19						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Instructional days: 19

NOVEMBER 19						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Instructional days: 17

DECEMBER 19						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Instructional days: 14

JANUARY 20						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Instructional days: 21

FEBRUARY 20						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

Instructional days: 15

MARCH 20						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Instructional days: 22

APRIL 20						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Instructional days: 15

MAY 20						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Instructional days: 20

JUNE 20						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Instructional days: 20

Key						

Important Dates

School closings:

- 9/30-10/1 Rosh Hashanah
- 10/2 Staff Professional Development (PD)
- 10/9 Yom Kippur
- 10/14 Columbus Day
- 11/5 Staff PD
- 11/11 Veterans Day
- 11/28-11/29 Thanksgiving
- 12/20 Staff PD
- 12/23-1/1 Winter Break
- 1/20 MLK Day
- 2/17-2/21 Midwinter break
- 4/9-4/17 Spring break
- 5/25 Memorial Day

Half day 12:00 pm dismissals:

- 11/21 Parent Teacher Conferences 1:00-7:00 PM
- 11/27 Thanksgiving break
- 1/16 Staff PD
- 1/30 Staff PD
- 2/6 Parent Teacher Conferences 1:00-7:00 PM
- 2/27 Staff PD
- 3/5 Staff PD
- 5/7 Parent Teacher Conferences 1:00-7:00 PM

K-8 MAP Windows:

- Fall Window: 9/23-9/27 (grades 1-8 new students only)
- Winter Window: 12/9-12/17
- Spring Window: 6/1-6/9

3-8 Assessments:

- Interim Assessment #1: ELA 10/29, Math 10/30
- Interim Assessment #2: ELA 1/14-1/5 + Math 1/28-1/29
- Interim Assessment #3: ELA 2/25-2/26 + Math 3/3-3/4

State Test Windows:

- ELA: 3/25-4/1
- Math: 4/21-4/28

Marking Period 1: 9/5-11/8

Marking Period 2: 11/11-1/24

Marking Period 3: 1/27-4/3

Marking Period 4: 4/6-6/26

Total instructional days: 180

Emergency snow day make-ups: 6/29-6/30