



Board of Trustees Meeting Agenda

January 27, 2022, 6:30 pm

Location: Zoom Meeting

1. Call to Order & Public Comment Reminder
2. Adoption of January 2022 Agenda & December 2021 Agenda
3. Approval of November 2021 & December 2021 Minutes
4. Resolution and Vote to elect *Veronica Bakhrakh* to the Staten Island Hebrew Public Board of Trustees pending approval by NYSED
5. Leadership Update
6. Network Update
7. Public Comments
8. Adjournment

Board of Trustees Meeting Minutes

December 23, 2021, 6:30 pm

Location: Zoom

Trustees Present

David H. Sorkin
Ernest Paige
Bonita Sussman, <i>Prospective Member</i>

Others Present:

Lissette Roman, Head of School, Staten Island Hebrew Public
Valerie Khaytina, Chief External Officer, Hebrew Public
Lauren Murphy, Hebrew Public, External Relations Manager

1. Call to Order

David H. Sorkin made a motion to open the meeting at 6:35 pm.

2. Adoption of the December 2021 Meeting Agenda

No quorum was present.

3. Approval of the November 2021 Meeting Minutes

No quorum was present.

4. Leadership Update

Lissette Roman, Staten Island Hebrew Public's (SIHP) Head of School, and Valerie Khaytina, Hebrew Public's Chief External Officer updated the board on the following:

- Student Recruitment
 - Direct mailer hit homes after Thanksgiving
 - Word of mouth is one of the biggest assets in Staten Island
 - Next mailer goes out in January
 - Events Attended
 - 12/19 Kid Zone
 - Very diverse backgrounds of families applying
 - 1 family applied during the event
 - Future Opportunities
 - 1/24 JCC Info session
 - Virtual school tours from our sister schools
 - Student Interest
 - 70 applications to date

- Advertising
 - Social Media
 - Valpak Advertising
 - SI Shopaholic
- Banner in Staten Island Mall
 - On display and extended our banner through February
- School Pamphlets will be mailed out to board members to give out to the community
- Hiring Update
 - Still focusing on leaders (Director of Operations & Dean of Culture)
 - Two Director of Operation Interviews 12/23
 - Dean of Culture interview after winter break
 - Teacher interviews will start after winter break
 - Job postings are live as of today
 - Hebrew teacher from one of our sister schools will transition to SIHP
- Community Outreach
 - Community TV Interview
 - Pre-K visits
 - Welcoming the recruitment team, 2-3x a week on Staten Island
 - Dropping off materials for their families and becoming acquainted with the neighborhoods
- SIHP School Opening Project Plan
 - Will be presented at the next board meeting

5. Board Member Recruitment Update

David H. Sorkin led a conversation around board growth and adding diversity.

- Update on current prospective member applications
 - Bonita's paperwork is submitted, waiting on NYSED approval
 - We are still waiting on a few documents from Veronica
- Continued expansion of the board
 - Very important to keep recruiting and building the board
 - People of color, diverse backgrounds, a variety of professions...etc.
 - All board members are encouraged to continue reaching out to their networks
- January meeting will focus on committee assignments

6. Public Comments

No members of the public were present during this time.

7. Adjournment

David H. Sorkin made the motion to adjourn at 6:54 pm. The board will meet next on January 27, 2022, at 6:30 pm



Board of Trustees Meeting Agenda

December 23, 2021, 6:30 pm

Location: Zoom Meeting

1. Call to Order & Public Comment Reminder
2. Adoption of December 2021 Agenda
3. Approval of November 2021 Minutes
4. Leadership Update
5. Board Member Recruitment Update
6. Public Comments
7. Adjournment

STATEN ISLAND

Hebrew Public

CHARTER SCHOOL

Board of Trustees Meeting Minutes

November 18, 2021, 6:30 pm

Location: Zoom

Trustees Present

Noemi Zibuts
David H. Sorkin
Angela Mirizzi-Olsen
Yelena Sklyar
Sigalit Grego
Veronica Bakhrakh, <i>Prospective Member</i>
Bonita Sussman, <i>Prospective Member</i>

Others Present:

Lissette Roman, Head of School, Staten Island Hebrew Public

Jon Rosenberg, CEO, Hebrew Public

Lauren Murphy, Hebrew Public, External Relations Manager

1. Call to Order

David H. Sorkin asked for a motion to open the meeting.

2. Adoption of the November 2021 Meeting Agenda

David H. Sorkin asked for a motion to adopt, Sigalit Grego made a motion to adopt the November 2021 agenda, Noemi Zibuts seconded, and the motion was carried unanimously.

3. Approval of the October 2021 Meeting Minutes

David H. Sorkin asked for a motion to approve, Yelena Sklyar made a motion to approve the October 2021 meeting minutes, Sigalit Grego seconded, and the motion was carried unanimously.

4. Resolution and vote to elect *Bonita Sussman* to the Staten Island Hebrew Public Board of Trustees pending approval by NYSED

David H. Sorkin made a motion to elect Bonita Sussman to the Staten Island Hebrew Public Board of Trustees pending approval by NYSED, Yelena Sklyar seconded the motion. The

motion went to a vote, with no abstentions and no objections the motion was approved unanimously. As such, the board adopted the following resolution:

The Staten Island Hebrew Public Charter School Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select Bonita Sussman as a member to its Board of Trustees, with a term expiring on June 30, 2023, pending approval by NYSED. The resolution approving Bonita Sussman is adopted upon NYSED's approval.

5. Approval of SIHP Bylaw Amendment Resolutions

The SIHP Board of Trustees discussed proposed amendments to the bylaws to better meet the changing needs of the school while aligning all Hebrew Public NYC school bylaws for consistency. The following revisions were discussed:

- a. In an effort to clarify the role and function of Board committees, the Executive committee would be renamed the Governance committee to reflect its focus on the functioning of the Board, including the recruitment of new Board members.
- b. The Audit and Finance committee will be renamed the Finance and Audit committee and will be chaired by the Treasurer
- c. The Academic committee would be renamed Education and Accountability and would focus on academic outcomes and compliance
- d. Reduce the maximum number of Board members from 15 to 11. This will align with SHIP's sister schools in NYC and increase governance efficiency.

After a brief discussion amongst the board members, David H. Sorkin made the motion to approve, Yelena Sklyar seconded, and the motion went to a vote where it was passed unanimously with no objections or abstentions.

6. Charter Revisions

- a. School Calendar: updated to reflect increased focus on staff professional development. The new calendar includes early student dismissal (at 1 pm) on Fridays to allow for concentrated weekly staff training. This change is consistent with the practices of many of the most academically successful charter school networks in the city.
 - i. Any family that does not have child care on Fridays, SIHP will be partnering with an after school provider to ensure students have a place to go

After a discussion and a few clarifying questions from board members surrounding early dismissal on Fridays, David H. Sorkin made the motion to approve, Angela Mirizzi-Olsen seconded, and the motion went to a vote where it was passed unanimously with no objections or abstentions.

- b. Organizational Structure: the organizational chart in the original charter application reflected a leadership model as of five years ago, and since has been updated.
 - i. The new structure needs to be submitted to the state as a charter revision.

Jon Rosenberg reviewed the organizational chart with board members and clarified the staffing positions. Lissette Roman noted, she provided a lot of input on the structure.

David H. Sorkin made the motion to approve the updated organizational chart, Yelena Sklyar seconded, and the motion went to a vote where it was passed unanimously with no objections or abstentions.

c. Key Design Elements:

The SIHP charter lists a number of Key Design Elements (KDEs) that make Hebrew Public schools distinct from other schools. Based on experiences over the years, the following changes to the KDEs are being proposed:

- OLAM Values
 - Align with international frameworks, currently used by schools in classrooms, meetings
- Modern Hebrew Language
 - Proficiency approach, taught by native teachers
- Differentiated Instruction
- Professional Development
 - Teachers and staff need to be in an ongoing learning community
- Social and Emotional Learning (SEL) and Supports
 - Responsive Classroom Model
- Diversity Equity and Inclusion
 - Making sure all students feel included and are learning, thriving, and meeting their full potential
- Partnership with Hebrew Public

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- CMO
- Community Partnerships
 - Schools thrive when they are part of a community and have support
 - Important to focus on what partnerships to look for
 - Are we looking for partnerships to push into the schools (pre-k program, after school, curriculum partnership..etc)
 - Are services provided in other locations?
 - Are they educational in nature?
 - The goal is to have SIHP build robust referral-based partnerships
 - Housing, food insecurity, educational, clinical...etc.

Combined with a rigorous curriculum, these proposed key design elements will help move the school community forward and will help ensure that each child thrives and succeeds.

David H. Sorkin asked for a motion, Angela Mirizzi-Olsen made a motion to approve the Key Design Element changes, Yelena Sklyar seconded, and the motion went to a vote where it was passed unanimously with no objections or abstentions.

The board adopted the following resolutions:

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

RESOLUTIONS OF THE BOARD OF TRUSTEES

The resolutions hereinafter set forth as the action of the Board of Trustees of STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL (the "School") have been duly adopted at a meeting of the Board of Trustees of the School (the "Board") duly called and held for such purpose, and do hereby direct that these Resolutions be filed in the minute book of the School:

WHEREAS, the School was granted a charter by the New York State Board of Regents (the "Board of Regents") at a regularly scheduled meeting on November 6, 2018, to operate pursuant to its Charter Application (the "Application") which was incorporated by reference into the Charter Agreement (the "Charter Agreement") signed by and between the State Education Department of New York ("Authorizer") and the School, with the initial charter term lasting through and including June 30, 2023;

WHEREAS, the School's Bylaws ("Bylaws") state that the Board shall not have less than five (5) members and no more than fifteen (15) members; and

WHEREAS, the Board desires to have its board membership minimum and maximum number of trustees align with those of its sister Hebrew Public charter schools.

WHEREAS, the Charter Agreement and Bylaws state the Board shall have three (3) standing committees; (1) Executive; (2) Finance and Audit and (3) Education and Accountability; and

WHEREAS, the Board wishes to change the Executive Committee to the Governance Committee in order to align its committee structure with those of its sister Hebrew Public charter schools.

WHEREAS, the Board in conjunction with School Leadership has determined that the School and its students would benefit from an Updated Organizational Chart with modified and clarified reporting relationships within the original organizational chart as set forth in the School's Charter; and

WHEREAS, the Board has further determined that proposed updates to the organizational chart will streamline and simplify the organizational structure by making the chain of command easier to follow.

WHEREAS, the Board in conjunction with School Leadership has determined that the School would benefit from updating the School's Calendar by increasing its focus on staff professional development; and

WHEREAS, the Board has further determined that the best way to focus on staff professional development (through updating the School's calendar), would be by enacting early dismissal for the students (at 1 pm) on Fridays and dedicating the remainder of the school day to staff professional development.

WHEREAS, the Board in conjunction with School Leadership has determined that the School and its students would benefit from updating the School's Key Design Elements by incorporating values, techniques and forms of instruction into the original key design elements as set forth in the School's Charter; and

WHEREAS, the Board has further determined that proposed updates to the Key Design Elements align with the School's mission and values.

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THEREFORE, BE IT RESOLVED, that the Board directs that the Bylaws be amended to set the minimum number of Board Members at five (5) and the maximum at eleven (11) in order to align with its sister Hebrew Public schools; and

BE IT FURTHER RESOLVED, that the Board directs that the Charter Agreement and Bylaws be amended to change the standing board committees to: (1) Governance; (2) Finance and Audit, and; (3) Education and Accountability, with the Governance Committee assuming all the requirements, tasks and structure of the Executive Committee, subject to approval from the Authorizer; and

BE IT FURTHER RESOLVED, that the Board approves the Updated Organizational Chart as attached herein and authorizes the Charter Agreement to be amended accordingly subject to approval from the Authorizer; and

BE IT FURTHER RESOLVED, that the Board approves the updating the School's Calendar as attached herein and authorizes the Charter Agreement to be amended accordingly subject to approval from the Authorizer; and

BE IT FURTHER RESOLVED, that the Board approves the updating the School's KDE as attached herein and authorizes the Charter Agreement to be amended accordingly subject to approval from the Authorizer; and

BE IT FURTHER RESOLVED, that the School is authorized to make these requests (the "Revision Requests") to the Authorizer to amend the Charter Agreement; and

BE IT FURTHER RESOLVED, that that any Trustee or officer of the School or Board designee from Hebrew Public, the School's Charter Management Organization, (each, a "Proper Representative"), be and hereby is authorized and directed, jointly and severally, to execute and deliver the Revision Requests and any other documents consistent with the transactions described above and such further agreements, assignments, pledges, instruments, consents and documents ancillary to the Revision Request or necessary in the determination of any Proper Representative, in the name of and on behalf of the School, in order to fully carry out the intent and accomplish the purposes of the foregoing resolutions; and

BE IT FURTHER RESOLVED, all actions heretofore taken by any Proper Representative, for and on behalf of the School in connection with the Revision Requests shall be and hereby are ratified and approved, and that the authority given hereunder shall be retroactive and any and all acts hereunder performed prior to the passage of these resolutions are hereby ratified and approved.

7. Leadership Update

Lissette Roman, Staten Island Hebrew Public's (SIHP) Head of School updated the board on the following:

- Student Recruitment
 - 11/9 information session at JCC
 - 7 Families in-person
 - 2 families filled out an application
 - 11/30 Virtual information session YMCA
 - 90 Pre-K in their program
 - Student Interest
 - 27 applications currently
- Hiring Updates
 - Focus on Leadership Team
 - Director of Operations
 - Dean of Culture
 - Potential candidate with strong background
 - Meetings with Talent team weekly to discuss candidates
 - Startup plan created for opening the school
 - Open positions for SIHP will go live next week
- Community Outreach
 - Community TV
 - In partnership with Bonita Sussman, Lissette is going to film a video with Community TV speaking about SIHP, will be accessible on YouTube
 - A brief video from Bonita Sussman's last trip to Africa where she took photographs of the Jewish community
 - Attended Chamber of Commerce new member meeting

8. Network Update

Jon Rosenberg, Hebrew Public's CEO, shared a brief update on the following:

- Staff Vacancies
 - Both in and out of the education sector
 - Staff Burnout
 - Reset of Economy
 - More Resignations than Hebrew Public has seen before
 - Tapping all resources to support and encourage staff members
- COVID-19 Cases have not declined
 - Public health measures are still in place in all Hebrew Public schools
 - Social distancing
 - Mask-wearing
- SIHP Building Development
 - Moving along on-target

- 12 classrooms, cafeteria, substantial outdoor spaces, Multi-purpose room, a few office spaces
 - No gym
 - Currently no space to go beyond 12 classrooms
- Looking into building a gym as a separate interior lot for the students with the same developer
- Over time we aspire to have a 2nd building in partnership with our current developers
- Facilities Updates will occur more often

9. Board Member Recruitment

David H. Sorkin led a conversation around board growth and adding diversity.

- Very important to keep recruiting and building the board
- People of color, diverse backgrounds, a variety of professions...etc.
- Bonita is reaching out to many different communities via phone and email
- Angela has a contact that she suggested meet with David
- Jon Rosenberg, Lissette Roman, Valerie Khaytina, and David H. Sorkin are always open to speaking with prospective members
- All board members are encouraged to continue reaching out to their networks

10. Public Comments

No members of the public were present during this time.

11. Adjournment

David H. Sorkin asked for a motion to adjourn. Angela Mirizzi-Olsen made the motion to adjourn at 7:49 pm, Yelena Sklyar seconded, and the motion was carried unanimously. The board will meet next on December 23rd at 6:30 pm.