

**Philadelphia Hebrew Public (PHPCS) Board of Trustees Meeting**

January 19, 2021

5 pm

**Virtually via Zoom**

**Minutes**

**Trustees Present**

**Trustees Not Present**

Fernando Treviño-Martínez	
Klissa Thomas	
Max Weisman	
Chanel Ward Biddle	
Hedra Packman	
Jon Rosenberg	
Maria Pajil Battle	

**Also Present**

Emily Hurst; Executive Director, Philadelphia Hebrew Public (PHPCS)

Elly Rosenthal, Chief Financial Officer, Hebrew Public

Veronica Williams, Dean of Academics, Philadelphia Hebrew Public

Nikki Pullin, Dean of Culture, Philadelphia Hebrew Public

**I. Call to Order**

Klissa Thomas called the meeting to order at 5:05 PM.

**II. Approval of Prior Meeting Minutes – December 5, 2020 (Schedule A)**

Chanel Ward Biddle made a motion to approve the prior meeting minutes. Hedra Packman seconded the motion and it passed unanimously.

Hedra Packman moved to adopt the meeting agenda. Chanel Ward Biddle seconded the motion and it passed unanimously.

**III. Leadership Reports**

- I. Veronica Williams, Elyssa Yuen, and Nikki Pullin presented
  - a. PHP Priority Dashboard and Step-back review
    - i. On track to meet priorities to build foundation for academic achievement.
    - ii. Targets are goals regardless of pandemic.
    - iii. Teachers and families both feel we have established a clear culture system.
    - iv. Coaching continues to be a bright spot.

- v. Have built systems to collect data in both remote and in-person instruction.
  - vi. Academic goals are crux of achievement measures. Questions continues to be can we grow students at pace necessary to overcomes gaps we have seen last and this year exacerbated by pandemic.
  - vii. Continuing to make progress on DEI goals focusing on windows and mirrors.
  - viii. Current family satisfaction and retention levels strong.
- b. Instructional Plan for Student Success
- i. Identified differentiated coaching approaching in QI aligned to a scope and sequence and with teacher voice
    - 1. Observation and feedback, individualized coaching plans, intellectual preparation meetings, professional development, instructional team weekly reviews and planning for week ahead.
    - 2. As of December, 92% meeting instructional foundations (increase from 40% from October).
    - 3. Grade team leadership program rollout via application.
    - 4. Current priorities are developing academic discussions with students.
  - ii. Using data to accelerate student growth
    - 1. Exit tickets, analysis protocols, responsive plans
      - a. Guided reading groups based on reading data
      - b. Responsive number stories and targeted Zearn
      - c. Math small groups rotation
      - d. ESL and SPED intervention
      - e. FUNdations Intervention tier 2
  - iii. DEI coaching focused on windows and mirrors
  - iv. Grade team lead coaching focuses on leadership
- c. Culture Update
- i. Attendance Initiatives
    - 1. Attendance measured by % of classes (always includes in-class work submission such as exit ticket) and % of days attended. Current average attendance Sept – Jan is 89%.
    - 2. Interventions designed to increase attendance include weekly meetings, attendance check-ins, Project GO, SAIP meetings with families, attendance and class awards
  - ii. Zones of Regulation overview
  - iii. Community Gathering

1. Biweekly by grade
  2. Celebrations, activities
2. Emily Hurst, Executive Director, presented PHP's revised re-entry plan
    - a. Increased COVID community spread prevented return to hybrid on 11/19
    - b. AM/PM shift launched 11/19 to reduce group size and allow for a shorted day of computer time for students
    - c. PDE revised guidance to recommend elementary schools offer in-person hybrid or remote when in substantial community spread
    - d. Committed to return strategy that honors shifting realities of virus and prioritizes vaccination
    - e. Internal campaign to encourage vaccination
    - f. Adjusted food service pick-up and delivery program
    - g. Preliminary timeline
      - i. Feb 1 – PHP team begins to get access of dose 1 vaccine
      - ii. Feb 3: Families register for hybrid or remote for marking period 3 and 4
      - iii. February: Team prepares building and trains staff on safety protocol
      - iv. February 28: Majority of staff have received first dose
      - v. March 1: Teachers work from building
      - vi. March 8: Transition to new cohorts
      - vii. March 15: Students first day in building
    - h. Risk of transmission between students is low, however important to emphasize to parents that return to hybrid is optional and not required
  3. Emily Hurst presented PHP's Governance Dashboard
  4. Jon Rosenberg, CEO of Hebrew Public, shared update on board chair of Staten Island campus

#### **IV. Board Actions**

1. Hedra Packman presented Finance Committee Report (Schedule A)
  - a. Positive financial trends with solid projections for next year, contingent upon shifts in per pupil funding
  - b. Safety grant awarded and issued
  - c. Preliminary ESSER II funds announced but will be updated based on FY21 student enrollment.
  - d. Balance sheet shows a decrease in cash from last month but continue to meet SDP benchmarks
  - e. Outperforming YTD spending targets largely due to closure and reduced expenses (custodial, nursing, substitutes, transportation, etc.).

- f. Very strong enrollment this year with little attrition
  - g. Philadelphia School Partnership approved remainder of \$1.5 million grant
  - h. Chanel Ward Biddle made a motion to approve the Finance Committee Report. Fernando Treviño-Martínez seconded the motion and it passed unanimously.
2. Revised Code of Conduct (Schedule B)
- a. Revised language incorporates new requirements from Act 110 law passed by the PA legislature in 2020.
  - b. Chanel Ward Biddle made a motion to approve the revised Code of Conduct. Hedra Packman seconded the motion and it passed unanimously.
3. NSLP Procurement Guidelines and Code of Conduct
- a. Hedra Packman made a motion to approve the NSLP policies and procedures. Max Weisman seconded the motion and it passed unanimously.

## **VII. Public Comment**

## **IX. Closing and Adjournment**

Klissa adjourned the meeting at 6:28 PM.