

Philadelphia Hebrew Public (PHPCS) Board of Trustees Meeting

February 27, 2020

5:00-7:00 PM

**3300 Henry Avenue
Two Falls Center, Suite 200, Philadelphia, PA**

Minutes

Trustees Present

Trustees Not Present

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

Also Present

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

Elyssa Yuen; Head of School, Philadelphia Hebrew Public (PHPCS)

Amy Schulz, Director of Operations, Philadelphia Hebrew Public (PHPCS)

Victoria Zayat, Kindergarten Teacher, Philadelphia Hebrew Public (PHPCS)

I. Call to Order

Klissa Thomas called the meeting to order at 5:08 PM.

II. Approval of Prior Meeting Minutes – January 16, 2020 (Schedule A)

Maria Pajil Battle made a motion to approve the prior meeting minutes. Max Weisman seconded the motion and it passed unanimously.

III. Leadership Reports

I. Leadership Team presented an overview of academic data dive.

I.1. Elyssa Yuen presented the Instructional Arc, comparing network arc against PHPCS arc. Presented academic data, including meeting growth projection goals in MAP data for reading and math.

I.1.1. Elyssa Yuen presented new academic shifts response to data: 1) Merged literacy blocks to shift towards rotations; 2) Two teachers in the class, every child receives guided reading daily, Foundations instruction is more targeted; 3) Reading interventions (started in week 6) are more targeted -- pulling updated intervention groups and adjusting as data changes.

- I.2. Elyssa Yuen presented on events happening in February, including Black History Month Celebrations, Kindness is Cool Day, Read Across America
- I.3. Emily Hurst presented the Performance Dashboard (Schedule B). Highlights include: 1) fully enrolled; 2) lottery held on February 7th with support from full team afterwards to call families and invite to open houses; 3) presentation of attendance campaign and analysis by subgroup.
- I.4. Team delighted to welcome Nikki Pullin as new Dean of Culture, who will start on March 16th
- I.5. Emily Hurst presented on retention and hiring. Big push on mid-year conversations and supporting returning staff as well as marketing in recruitment events like Choose Philly.
- I.6. Amy Schulz reported on the Department of Homeland Security Audit, including options for consideration of increased training pending.
- I.7. Jon Rosenberg reported on Executive Review for Emily Hurst.

IV. Board Reports

1. Klissa Thomas reported on family board representative and recommended board begin process for onboarding member for next year.
2. Emily Hurst shared an update on the finance report in lieu of Elly Rosenthal. P&L is track towards projection. Major updates include significant SPED expenses for SDP "Transportation Chargeback." Board expressed concern at the incredibly high rates of SDP Office of Transportation contract with Germantown Cab (\$206 dollars per day) for one student's transportation without ability to negotiate or see contract in advance. Cash flow is stable given critical grant infusion from network.
3. Klissa Thomas presented on fundraising efforts. Board members committed to hosting tours at school in upcoming months.

V. Board Actions

1. Approval of Finance Report (Schedule C, D)
 - a. Maria Pajil Battle made a motion to approve the finance report. Jon Rosenberg seconded the motion and it passed unanimously.
2. Approval of Wellness Policy (Schedule E)
 - a. Amy Schulz reported on mandatory Wellness Policy, including formation of committee to support the evolution of the policy and its implementation. The policy will be updated at least every three years.
 - b. Maria Pajil Battle made a motion to approve the Wellness Policy. Max Weisman seconded the motion and it passed unanimously.
 - c. Jon Rosenberg & Emily Hurst reported on coronavirus update for cities of NYC & Philadelphia, including increased cleaning protocols and contingency planning in case of short closure.

3. Approval of Revised Student & Family Handbook (Schedule F)
 - a. Revision included defining McKinney-Vento Act Liaison and School Counselor and including direct contact information.
 - b. Maria Pujil Battle made a motion to approve for Student & Family handbook revision. Max Weisman seconded the motion and it passed unanimously.

VI. Public Comment

- I. No public comment.

VII. Closing and Adjournment

Klissa Thomas moved to adjourn the meeting at 6:44 PM.