

Philadelphia Hebrew Public (PHPCS) Board of Trustees Meeting

April 6, 2021

5 pm

Virtually via Zoom

Minutes

Trustees Present

Trustees Not Present

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

Also Present

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

Elyssa Yuen; Head of School, PHPCS

Madison Gould; Director of Operations, PHPCS

I. Call to Order

Klissa Thomas called the meeting to order at 5:01 PM. Jon Rosenberg moved to adopt the meeting agenda. Fernando Treviño-Martínez seconded the motion and it passed unanimously.

II. Approval of Prior Meeting Minutes – March 2, 2021 (Schedule A)

Jon Rosenberg moved to approved prior meeting minutes. Fernando Treviño-Martínez seconded the motion and it passed unanimously.

III. Leadership Reports

- I. Emily Hurst, Executive Director, and Elyssa Yuen, Head of School, presented PHP's re-entry update
 - a. Reviewing the first few weeks of school
 - i. Joyful experiences and positive feedback from families
 - ii. Confident this is making a great impact on kids
 - iii. 7-week training series has really paid off in terms of teacher preparedness on model and health and safety procedures, which has been critical to managing exposures in the first few weeks
 - b. COVID Cases
 - i. No spread in the building

- ii. 3 primary cases (1 not present in the building)
 - iii. 54 people quarantined to date largely due to bus exposure from Philly Trans
 - iv. PHP safety training and protocols affirmed (masking, testing, vaccinations, tracking, etc.)
 - 1. Significant positive feedback from parents and stakeholders
 - 2. Students understand expectations and feel safe
 - v. Continuing challenges with SDP Department of Transportation and Philadelphia Department of Public Health
 - 1. Bus routes were canceled without notification on 3/25
 - 2. Communication not shared with PHP until 3:50 pm on 3/25
 - 3. PHP only informed that students should have quarantined and two bus drivers tested positive on 3/26
 - 4. Quarantine communication not provided until after conclusion of two school days with guidance that PDPH would conduct. Upon talking to PDPH, agency said they did not have capacity and asked school to do it (which leadership had already managed).
 - 5. PHP notified all families impacted; rapid antigen tests were offered and administered as requested
 - vi. Impact in school
 - 1. Additional unanticipated coordination to fill gaps
 - 2. Leadership Team retaining administration of safety – no impact on staff
 - 3. Schedule provides for seamless transition between in-person and virtual learning – low impact on staff
 - 4. Appreciation of staff
 - a. Board considering options to celebrate staff
2. Emily Hurst presented PHP leadership dashboard
- a. Enrollment
 - i. Continue to hold above budget
 - ii. Applications down YoY but performing well against the sector
 - iii. Withdrawals continue to be primarily moves out of city/state
 - b. Attendance
 - i. Continues to be a complicated tracking process
 - ii. Wednesday is negatively impacting averages as only one live morning meeting class
 - c. Staffing
 - i. 100% retention YTD

- ii. All but 2 staff members currently planning on returning, all for personal reasons (spouse relocation, graduate school.)
 - iii. New staff member Marcellus McQueen has joined as flex associate teacher
 - d. Fundraising
 - i. \$125,000 of \$150,000 goal met
 - ii. Teachers have been incredibly generous, donating leadership stipend back or working with staffing to facilitate matching gifts
 - iii. Received additional food grant
- 3. Emily Hurst presented PA Funding Advocacy
 - a. PHP community is able to reach out to local elected officials to advocate for equitable school funding
 - b. Will continue to analyze and focus on relationship building with leaders in our communities
 - c. Goal is to create strong relationships first and foremost and advocate for the needs of our families

IV. Board Actions

- I. Hedra Packman presented Finance Committee Report (Schedule A)
 - a. Similar to last month, continue to be in a positive financial position
 - b. Anticipate expense increase as continue in hybrid program
 - c. Federal monies significantly higher than anticipated
 - d. Goal of 5-6% of budget for reserves given we are a new school without significant retained earnings to manage future challenges
 - e. Special Education funding change will have a significant impact
 - i. Initial to cyber charters
 - ii. Establishing tiered funding for students based on need
 - f. Announced fiscal charter school cuts for 2023
 - g. Staff salary adjustments for FY22 forthcoming
 - h. ESSER funds will make significant impact on long-term funding
 - i. Fernando Trevino made a motion to approve the finance committee report. Chanel Ward Biddle seconded the motion and it passed unanimously.
- 2. Emily Hurst and Elyssa Yuen presented the proposed 2021-2022 calendar
 - a. Shifts include
 - i. Earlier start date
 - ii. Shorter staff institute
 - iii. Early start for kindergarten
 - b. Prioritizing alignment with SDP
 - c. Prioritizing recognizing and celebrating the identities of our students and families

- d. Will shift PD days from Wednesdays to Fridays
 - i. Will be able to receive support from the network on PD
 - ii. Growing population of staff who observe shabbat, thus provides ability to manage dismissal safely
 - iii. Allows staff to focus on professional development without having to focus on preparing for the next school day
 - e. Hoping for a complete return to in-person learning, unclear whether remote will continue to be required
 - f. Calendar provides for 181 days (180 days or 900 hours is required)
 - g. Chanel Ward Biddle made a motion to approve 2021-2022 calendar. Hedra Packman seconded the motion and it passed unanimously.
3. Emily Hurst presented PHP's 2021-2022 staffing model
- a. Additions include music teacher, specialists, and building sub
 - b. Promoting special education coordinator to leadership role, Associate Dean of Student Supports
 - c. On average, budgeted for a 3% increase for staff
 - i. 1% COLA when financially possible
 - ii. Additional discretionary increases based on role and evaluation, while maintaining equity within salary bands
 - d. Fernando Trevino made a motion to approve 2021-2022 calendar. Chanel Ward Biddle seconded the motion and it passed unanimously.
4. Emily Hurst IDEA-B policies
- a. Policies are required in order to receive federal funding
 - b. Hedra Packman made a motion to approve IDEA-B policies. Chanel Ward Biddle seconded the motion and it passed unanimously.

VII. Public Comment

IX. Closing and Adjournment

Klissa adjourned the meeting at 6:46 pm.