

# Philadelphia Hebrew Public (PHPCS) Board of Trustees Meeting

May 14, 2020  
5:00 - 7:00 PM

**Virtually via Zoom**

## Minutes

### **Trustees Present**

### **Trustees Not Present**

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

### **Also Present**

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

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

Ely Rosenthal, CFO, Hebrew Public

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

### **I. Call to Order**

Maria Pajil Battle called the meeting to order at 5:06 PM.

### **II. Approval of Prior Meeting Minutes – April 16, 2020 (Schedule A)**

Maria Pajil Battle amended minutes to change spelling of last name under “Board Actions.”

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

### **III. Leadership Reports**

- I. Emily Hurst and Elyssa Yuen presented on Remote Learning Updates
  - a. Remote Learning Phase 3: Focus of May/June is to implement full remote learning plan, provide meaningful instruction and feedback, and plan for the summer and SY 20-21.
  - b. May & June Goals
    - i. Social-Emotional, Academic & Resources: Meeting families where they are, determining most important skills students should have for new content, and providing families with resources (i.e. food distribution)

- c. Remote Learning Components: Live Classes on Zoom, Virtual Classroom on SeeSaw, Extra Resources (packets, IXL, ABC Mouse)
  - i. Engaging in Morning Meeting and discuss Virtual Rules for Global Citizenship prior to content.
  - ii. SeeSaw
    - 1. Journal Entries, Activities, Messages
    - 2. Family Engagement statistics provided by SeeSaw; Usually see spike in data on weekends when families are able to catch up on assignments with their child; Thinking about how to scaffold communication with families
  - iii. Extra Resources
    - 1. Shipment of packets early next week thanks to PDE Continuity of Education Equity Grant – packets to Chromebooks for students without access, writing materials for Foundations (board/markers), workbooks from classroom, math manipulatives, book bundle
    - 2. Attendance Goals
      - a. Join Zoom class and/or complete Seesaw activity and/or connect with teacher via Zoom/phone
      - b. 93.75% students have engaged with the school in at least one form over the past two weeks
    - 3. Family Engagement Online
      - a. Differentiated communication, video webinars for all online platforms, two town halls & May-June family workshop series
      - b. Making A Difference Across Generations video!
  - d. Staffing Updates: We've made 5 hires!, 2 offers out currently, vetting candidates for remaining 4 positions (K, 2, SPED, Counselor, Academic Dean)
- 2. Performance Dashboard (Schedule B)
  - a. Fully enrolled for SY 20-21 -- applications still coming
  - b. Enrollment is frozen this SY
- 3. Summer Programming
  - a. Expanding Extended School Year programs for students who need to meet IEP goals to be open to all students who with IEPs.
  - b. Planning grade-wide reading camp for all rising 2<sup>nd</sup> graders
  - c. All summer programming will be remote and last the full month of July
  - d. Working with Jounce to develop this program
- 4. SY 2021 Core & Contingency Planning
  - a. Weighing all options for planning summer leadership/teacher training and start of SY
  - b. Exploring additional extension spaces for facilities to maintain social distancing

#### **IV. Board Reports**

- 1. Hedra Packman reported on the Finance Committee

- a. Met on May 8th to review monthly financials as of 3/31/2020
  - b. Reduced expenses due to COVID school closures (substitutes, PD travels, transportation, etc.) and increased expenses (materials, cleaning, etc.) are reflected in budget
  - c. Interim audit scheduled for June 22<sup>nd</sup> with full audit in September.
  - d. Budget presented for next SY in June meeting
2. Emily Hurst presented on Financial Planning for FY21 and FY22
- a. Presentation of funding channels including historical analysis of recessions on per pupil funding. Impact of COVID on economy and financial planning (challenges extending 1-3 years). Adjusting financial model for -3%
  - b. Building current planning around “best case,” “worst case” and “worst worst case.” Planning for contingencies including a balance between supporting staff/school investments and finding areas we can control to mitigate impact
  - c. Discussed budget hearing (SPED cuts), creating board letter to send to legislators

## **V. Board Actions**

- 1. Approval of Finance Report (Schedule C, D)
  - a. Jon Rosenberg made a motion to approve the Finance Report. Maria Pajil Battle seconded the motion and it passed unanimously.
- 2. Approval of FY21 Salary Schedule (Schedule E)
  - a. Fernando Treviño-Martínez made a motion to approve the FY21 Salary Schedule. Hedra Packman seconded the motion and it passed unanimously.
- 3. Approval of SY21 Calendar (Schedule F)
  - a. Hedra Packman made a motion to approve the SY21 Calendar. Fernando Treviño-Martínez seconded the motion and it passed unanimously.
- 4. Ratification of CARES Act Payroll Protection Program Loan (Schedule G)
  - a. Jon Rosenberg reviewed the PPP program loan process and application.
  - b. Fernando Treviño-Martínez made a motion to ratify the CARES Act Payroll Protection Program Loan. Maria Pajil Battle seconded the motion and it passed unanimously.

## **VI. Public Comment**

- I. No public comment.

## **VII. Executive Session**

- I. N/A

## **VII. Closing and Adjournment**

Maria Pajil Battle moved to adjourn the meeting at 6:43 PM.