

Philadelphia Hebrew Public (PHPCS) Board of Trustees Meeting

August 12, 2021

5 PM

Virtually via Zoom

Minutes

Trustees Present

Trustees Not Present

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

Also Present

Madison Gould; Director of Operations, Philadelphia Hebrew Public (PHPCS)

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

1. Call to Order & Adoption of Agenda.

Maria Pajil Battle called the meeting to order at 5:05 PM.

II. Approval of Prior Meeting Minutes – May 18, 2021 and June 9, 2021 (Schedule A)

Jon Rosenberg made a motion to approve the prior meeting minutes. Chanel Ward-Biddle seconded the motion and it passed unanimously.

III. Leadership Reports

1. Elyssa Yuen, Head of School, presented 2021-2022 Instructional Goals
 - a. New Leadership Team Members
 - i. Shavon Jordan, Associate Dean of Student Supports
 - ii. Lisette Roman, Founding Head of School – Staten Island
 1. Supporting PHP as a Diverse Charter Schools Coalition fellow
 - b. Strong and clear culture systems

- i. 85% of classrooms have clear systems, routines, and expectations; 80% of staff constantly use reinforcing language; 80% of staff use the right tool at the right time
 - c. Leadership and coaching
 - i. By June 2022, 100% of ILT team is effectively able to real-time coach for direct reports, with particular focus in math, as noticed by personal reflection feeling improved/confident, teacher feedback and through ILT peer observation. Once a month, ILT engages in building own content.
 - d. Data driven culture
 - i. 80% of kindergarteners are reading at grade level
 - ii. 76% of 1st are reading at grade level
 - iii. 65% of 2nd graders are reading at grade level
 - iv. 65% 3rd graders are reading at grade level
 - 1. 3rd graders have the most significant growth targets based on current running records
 - e. DEI: Storytelling, windows & mirror
 - i. By June 2022, team draw lines of connection between math proficiency and equitable life outcomes
 - ii. By June 2022, texts throughout balanced literacy curriculum reflect windows and mirrors for all students
 - f. Family partnership
 - i. 95% student attendance; 90% family satisfaction; 90% student retention; Parent Action Team; Board Rep; Neighborhood Networks
- 2. Madison Gould, Director of Operations, presented Enrollment Update
 - a. 7 additional Kinder seats available; 100+ students on waitlist
 - b. 1st – 3rd grade above budget
 - c. 8 students above budget
 - d. Almost no withdrawals this summer, primarily out of state relocations
- 3. Elyssa Yuen, Head of School, presented the SY22 Reopening Timeline
 - a. August 16th: New Teacher Institute
 - b. August 18th: Teacher Institute
 - c. August 30th: 1st day for Kindergarten
 - d. September 1st: 1st day for First-Third grades
- 4. Madison Gould, Director of Operations, presented the Health and Safety Layered Mitigation Strategy
 - a. 6 layered model

- i. Social Distancing
 - 1. 3 ft when masked
 - 2. 6 ft for meals and between staff/students and staff/staff
 - ii. Personal Protective Equipment
 - 1. Masks required whenever on campus
 - 2. Ample PPE available for staff and families
 - 3. Hygiene kits around school
 - iii. Behavior Management/School Routines
 - 1. Reinforcing hand washing, hand sanitization
 - 2. Embedded into students' first week at school
 - iv. Health Screening
 - 1. Screening form via ParentSquare before arrival
 - 2. Temperature checks upon entry
 - 3. Weekly testing for students and staff
 - v. Facilities Management
 - 1. Improvements to HVAC system
 - vi. Vaccination
 - 1. PHP committed to encouraging vaccination
 - 2. Asking community to also vaccinate to collectively keep students, staff, and families safe
5. Elyssa Yuen, Head of School, presented the Staff Institute Schedule and First Week of School Priorities
- a. One week shorter to provide additional summer time to staff after stress of 2020-2021 school year
 - b. Focus of first week is to learn COVID safety procedures and share their hopes and dreams for the school year
6. Madison Gould, Director of Operations, presented Compliance Requests
- a. CSO requires all charter schools submit board member resumes annually
 - b. Please send most updated version of your resume to Madison by 8/26/2021

IV. Board Actions

- 1. Revised Student & Family Handbook (Schedule B)
 - a. Madison Gould, Director of Operations, presented the Revised Student & Family Handbook
 - i. Yearly routine updates to times, academic calendar, staff list
 - ii. Based on advice from council, added in language around attendance notes required in writing (aligned to BEC), and

clarifying that excuse of absence is at discretion/jurisdiction of the school

- b. Jon Rosenberg made a motion to approve the Revised Student & Family Handbook. Hedra Packman seconded the motion and it was approved unanimously.
2. Emergency Instructional Time Template (Schedule C)
 - a. Madison Gould, Director of Operations, presented the Emergency Instructional Time Template
 - i. Option provided by PDE due to COVID-19 pandemic to as needed become flexible regarding instructional minutes while delivering same quality of instruction
 - ii. Passed in 2020-2021
 - iii. Details how PHP will provide continuity of instruction, using technology, remote schedule
 - iv. Allowed PHP to use $\frac{1}{2}$ day schedule in 2020-2021
 - b. Jon Rosenberg made a motion to approve the Emergency Instructional Time Template. Chanel Ward-Biddle seconded the motion and it was approved unanimously.
3. Rental Reimbursement (Schedule D)
 - a. Madison Gould, Director of Operations, presented the Rental Reimbursement
 - i. PDE offers reimbursement program for schools leasing space to have it partially reimbursed
 - ii. Requires approval of language permitting PHP to apply for reimbursement
 - iii. Also passed in 2020-2021 and will be applied for annually as available
 - b. Hedra Packman made a motion to approve the Rental Reimbursement. Jon Rosenberg seconded the motion and it was approved unanimously.
4. Nursing Contract (Schedule E)
 - a. Madison Gould, Director of Operations, presented the 2021-2022 Nursing Contract
 - i. Work with Bayada Home Health to provide a certified school nurse on-site while students are in the building
 - ii. This year will be bringing on a new nurse with years of experience
 - iii. Nurse will help coordinate COVID testing
 - iv. Same contract as last year with updated pricing
 - v. Annual renewal; no discount for multi-year renewal.

- b. Maria Pajil-Battle made a motion to approve the 2021-2022 Nursing Contract. Chanel Ward-Biddle seconded the motion and it was approved unanimously.
- 5. Revised Enrollment Policy (Schedule F)
 - a. Madison Gould, Director of Operations, presented the Revised Enrollment Policy
 - i. Based on feedback from the Charter Schools Office, there have been some changes this year in state law
 - ii. One change is that they asked us to clarify that within Apply Philly Charter we run our lottery in their system
 - iii. Second is parents can submit their enrollment documentation via fax, email, online, or in person
 - iv. Third is Act 110 parent statement newly required as of January 2021
 - b. Chanel Ward-Biddle made a motion to pass the Revised Enrollment Policy. Hedra Packman seconded the motion and it was approved unanimously.
- 6. Revised Board Meeting Calendar (Schedule G)
 - a. Madison Gould, Director of Operations, presented the Revised Board Meeting Calendar
 - i. Need to add November meeting to pass our comprehensive title plan ahead of the November 30th timeline
 - ii. Additional meeting will allow team to have ample time to finalize plan
 - b. Chanel Ward-Biddle made a motion to pass the Revised Board Meeting Calendar. Hedra Packman seconded the motion and it was approved unanimously.
- 7. All Staff Contracts (Schedule I)
 - a. Elyssa Yuen, Head of School, presented All Staff Contracts
 - i. Revised with newly hired staff for 2021-2022 school year since original June approval
 - ii. Hired 12 new individuals this summer
 - 1. 3 Hebrew teachers (Arbel Fellows)
 - 2. ELL Teacher/Interventionist
 - 3. SPED Teacher
 - 4. 3 Associate Teachers
 - 5. Floater Teacher
 - 6. 2 Operations Assistants

7. Music Teacher

iii. 2 vacancies: Phys Ed, SPED

b. Jon Rosenberg made a motion to approve All Staff Contracts. Chanel Ward-Biddle seconded the motion and it was approved unanimously.

8. Madison Gould, Director of Operations, presented the Vaccine Mandate (Schedule J)

- a. In March 2021, decisions around reopening balanced social-emotional and academic needs of our students with safety considering the vast majority of our staff were vaccinated
- b. Delta variant has changed realities of reopening and amplifies our responsibility to do every thing we can to keep students safe
- c. Move in other industries towards mandates, including higher ed and prior industry
- d. Elyssa Yuen and Madison Gould request Board approval of mandatory vaccines so we can work in earnest with our staff to secure vaccines for remaining unvaccinated staff members
- e. Will increase safety and stability of the school year
- f. Requiring proof of vaccination on first day, likely above 90% vaccinated
- g. Vaccine mandate approved for all other Hebrew Public schools and central staff
- h. Mandate requires staff be vaccinated by 10/15/2021 and provides for reasonable exceptions under federal or state law.
- i. Legal to do as confirmed by counsel
- j. Will also navigate with our contractors.

9. Maria Pajil-Battle made a motion to approve the Vaccine Mandate. Hedra Packman seconded the motion and it passed unanimously.

VII. Public Comment

IX. Closing and Adjournment