

Philadelphia Hebrew Public (PHPCS) Board of Trustees Meeting

September 22, 2022

5 PM

Virtually via Zoom

Minutes

Trustees Present

Trustees Not Present

	Maria Pajil Battle
Jon Rosenberg	
Daniel Bell	
Hedra Packman	
Klissa Thomas	
	Fernando Treviño-Martínez
Max Weisman	

Also Present

Elyssa Yuen, Head of School, Philadelphia Hebrew Public

Soren Barnett, Operations Associate, Philadelphia Hebrew Public

I. Call to Order & Adoption of Agenda.

Klissa Thomas called the meeting to order at 5:05 pm. Jon Rosenberg moved to approve the meeting agenda and Hedra Packman seconded the motion and it passed unanimously.

II. Approval of Prior Meeting Minutes – July 28, 2022

Hedra Packman made a motion to approve the prior meeting minutes. Max Weisman seconded the motion and it passed unanimously.

III. Leadership Reports

1. Back to School Night: First time since the founding year the school was able to host an in-person Back to School Night. Over 500 people attended! Leadership ran three different presentations including an overview on curriculum, Responsive Classroom, student supports, attendance goals, student programming, and ways to get involved (Vaad Mishpacha or Family Committee). Families enjoyed tours of the building and cafe-style presentations in classrooms. Also included a Title I funding presentation.
2. Head of School, Elyssa Yuen, presented on the First Six Weeks of School.
 - a. Intentionally differentiated adult learning during Summer Institute to map out vision for classroom that is authentic to diverse teaching styles and aligned with our mission and vision.
 - b. Responsive Classroom model maps out clear goals for the First Six Weeks of School that focus on areas such building community, getting to know and caring for our new space, establishing expectations around behavior, sharing hopes and dreams.
 - c. MTSS system supports Tier I, Tier II, and Tier III students in collaboration with parents.
2. Staffing Update: Nearly at full staffing. Talent continues to be a primary area of focus with an incredibly competitive market with aggressive poaching from district and suburban schools. Leadership has been able to fill last minute vacancies quickly but continues to keep pipelines open given that this trend will likely continue.
3. Enrollment: Currently at budget for enrollment. Will continue to closely monitor and welcome new students in given trends citywide of declining enrollment.
4. Family Engagement: First convening of Vaad Mishpacha (Family Committee) on Saturday, September 17th. 52 families signed up to volunteer with student programming, family events, building projects such as staffing a care closet for families, and Neighborhood Networks! This work will be led by two Family Engagement Liaisons, Jenia Jolley (Operations Associate) and Claire Kelley (1st grade teacher).
5. Advocacy Need: Board support to advocate with the city and PennDOT for traffic study at 3300 Henry Ave given the dangerous intersection during peak traffic. This compounds challenges around arrival and dismissal.

6. Network Evaluation: PHP Leadership and Hebrew Public will kick off network evaluation as included in management agreement. Process will begin with network self-assessment according to agreed upon rubric and presentation of a memo summarizing services, strengths, and areas for improvement. PHP executive leadership and Board of Trustees will review during October 27th Executive Session.
7. Fundraising: Fall in Love with PHP event on October 23rd! Please spread the word. The afternoon will include student performances, tour of our new wing, ribbon cutting, and games and food.
8. Financial Audit: Auditors are completing the audit this week! One area that has been noted as suggesting formal board notation was the Hebrew Public network-wide policy to issue pandemic bonuses to all staff of \$1,500 in fall of 2021. Board had been notified and discussed policy.

IV. Board Reports

Hedra Packman presented the financial report for August 30, 2022. Report only includes two months of data. Areas of note include:

- a. Audit in progress with onsite review to be completed by Friday the 22nd
- b. We are being underpaid by district, due to old numbers. 431 students currently, October this number will be updated.
- c. PCCD grant released with funding for safety and mental health.
- d. ESSER funds are being reviewed and funding allocation may be revised.
- e. We assume our surplus overall will be maintained this year.

V. Board Actions

1. [Agenda Addition: SY22 Pandemic Emergency Bonuses]. Klissa Thomas made a motion to hereby approve the pandemic bonuses distributed in SY22. Daniel Bell seconded and the motion passed unanimously.
2. Approval of Finance Report Klissa made a motion to approve the Finance Report. Daniel seconded the motion and it passed unanimously.
3. Approval of Updated COVID Health and Safety Plan: Per ESSER guidelines, school updates COVID Health & Safety Plan every six months and in line with new guidance. In practice, PHP updates guidelines more frequently as pandemic evolves with new research and guidelines. With the addition of language naming the nuance of following local guidelines when conflicting with CDC, Daniel Bell made a

motion to approve the Updated COVID Health & Safety Plan. Hedra Packman seconded the motion with the approved changes and it passed unanimously.

4. Approval of Title I Family Engagement Policy & Family Compact: Hedra made a motion to approve the Family Engagement Policy report. Klissa seconded the motion and it passed unanimously with approved change.
5. Approval of Technology Managed Service Agreement. Hedra made a motion to approve the Technology Managed Service Agreement. Daniel seconded the motion and it passed unanimously.

VI. Public Comment

None present.

VII. Executive Session

None.

VIII. Closing and Adjournment

Klissa Thomas moved to adjourn the meeting at 6:20pm. Daniel Bell seconded.