

Board of Trustees Meeting Agenda

June 20, 2024, 6:30 pm

1. Call to Order & Public Comment Reminder
2. Adoption of June 2024 Agenda
3. Approval of May 2024 Minutes
4. Resolution for Executive Director
5. Review and Approve updated Financial Policies and Procedures
6. Review and Approve 2024/25 Budget
7. Review and Approve 2024/25 Vendor List
8. Review and Approve 2024/25 Board Meeting Calendar
9. Approve Board officer roles for 2024/25
 - David Sorkin, Chair
 - Ernest Paige, Vice-Chair
 - Noemi Zibuts, Secretary
 - Angela Mirizzi-Olsen, Treasurer
10. Approve Board Term Renewals through June 30, 2027
 - Ernest Paige
 - David Sorkin
 - Noemi Zibuts
 - Angela Mirizzi-Olsen
11. Preview 2024/25 School Safety Plan
12. School Leadership Report
13. Student Recruitment Update
14. Public Comments
15. Adjournment

Board of Trustees Meeting Minutes

May 9, 2024, 6:30 pm

Trustees Present

David H. Sorkin
Sigalit Grego
Rachel Amar
Noemi Zibuts
Ernest Paige
Bonita Sussman
Angela Mirizzi-Olsen

Others Present:

Emily Fernandez, Hebrew Public's Chief Schools Officer and Interim Head of School for Staten Island Hebrew Public

Valerie Khaytina, Chief External Officer, Hebrew Public

Elyse Castellano, CFO/COO, Hebrew Public

Lauren Murphy, Associate Chief of Staff, Hebrew Public

Prospective Board Member, Anna Maftser

1. Call to Order

David Sorkin made a motion to open the meeting at 6:34 p.m.

2. Adoption of the May 2024 Meeting Agenda

David Sorkin asked for a motion to adopt the May 2024 agenda. Sigalit Grego made a motion to adopt the May 2024 agenda, Bonita Sussman seconded, and the motion was carried unanimously.

3. Approval of the April 2024 Meeting Minutes

David Sorkin asked for a motion to approve the meeting minutes. Bonita Sussman made a motion to approve the April 2024 meeting minutes, Ernest Paige seconded, and the motion carried unanimously.

4. Resolution and Vote to elect Anna Maftser to the Staten Island Hebrew Public Board of Trustees pending approval by NYSED

David H. Sorkin made a motion to elect Anna Maftser to the Staten Island Hebrew Public Board of Trustees pending approval by NYSED, Sigalit Grego seconded the motion. The motion went to a vote, and with no abstentions and no objections, the motion was approved unanimously. As such, the board adopted the following resolution:

David made the following motion to the board: The Staten Island Hebrew Public Charter School Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select Anna Maftser as a member to its Board of Trustees, with a term expiring on June 30, 2025, pending approval by NYSED. The resolution approving Anna Maftser is adopted upon NYSED's approval.

Anna shared her excitement about joining the board and graciously thanked all trustees for their support.

5. School Leadership Report

Emily Fernandez, Hebrew Public's Chief Schools Officer and Interim Head of School for Staten Island Hebrew Public provided a report to the board that covered updates from the previous month, highlighted upcoming end-of-year assessments, shared that the staff & leadership are slowly shifting focus to planning for the new school year, and invited all members of the public & board to upcoming joyful school events such as Israel Day celebrations, and IlluminART performances.

6. Network Report

Elyse Castellano, CFO/COO at Hebrew Public gave a presentation on the charter renewal process and what they can expect. As a reminder, she shared that the school is authorized by the New York State Education Department, acting on behalf of the Board of Regents. The Board of Regents is responsible for evaluating the school's performance using a predetermined framework. The Charter School Performance Framework was reviewed along with all of the benchmarks.

7. Student Recruitment Report

Valerie Khaytina, Chief External Officer, provided another in-depth recruitment report to the board, which highlighted the latest application report with numbers for FY25. Since the last board meeting, 25 more students have been enrolled. To generate more applicants, another postcard is being mailed to approximately 10K families.

A board member discussion took place following the report.

8. Public Comments

There were no public comments made during the meeting.

9. Adjournment

David Sorkin made a motion to adjourn the meeting at 7:27 pm, Sigalit Grego seconded and it was unanimous. The board will meet next on June 20, 2024.

SIHP FY25 Budget	
	FY25 Budget
Income	
4100 State Grants	
4101 Per Pupil Allocations General Education	3,713,580
4102 Per Pupil Allocations Special Education	280,449
4104 NYSTL	13,021
4105 NYSSL	3,473
4106 NYSLIBL	1,520
4107 Reimbursement for Student Meals - State	8,447
4108 Per Pupil - Facilities	1,114,074
Total 4100 State Grants	5,134,563
4200 Federal Grants	
4202 Title IA	75,955
4203 Title IIA	9,114
4204 Title III	0
4205 Title IV	6,076
4207 E-Rate	17,361
4208 School Food - Federal	179,010
4209 IDEA	25,829
4201 CSP Grant - Pass through	
TSL Grant	72,000
Total 4200 Federal Grants	385,344
4300 Contributions	
4301 Unrestricted Contributions	300,000
Total 4300 Contributions	300,000
4400 Miscellaneous Income	
4400.1 Miscellaneous Revenue	153,000
4401 Interest Income	0
4403 Revenue Suspense Account	0
4408 Employee Retention Credit	0
Total 4400 Miscellaneous Income	153,000
Total Income	5,972,908
Gross Profit	5,972,908
Expenses	
5000 Personnel	
Total 5000 Personnel	2,463,704
Total 5500 Benefits and Payroll Taxes	701,534
6100 Office Expenses and Equipment	
6101 Office Supplies	30,000
6102 Postage and Delivery	
6103 Insurance - General	127,230

SIHP FY25 Budget	
	FY25 Budget
6105 Travel	
6106 Subscriptions	22,542
6107 Membership Dues	3,200
6108 Copier, Printer and Fax	26,520
6109 Student Recruitment	75,000
6109a Staff Recruitment	20,700
Special Projects	25,000
6111 Team Building/Appreciation	25,000
Total 6100 Office Expenses and Equipment	355,192
6200 Professional Costs	
6201 Accounting Services	100,000
6202 Legal Services	14,000
6203 Audit Fees	35,900
6204 Consultants - Tech	50,000
6205 Payroll Services	9,945
6206 Meals Consultant	9,282
6206 Meals Consultant	
6207 Website Consultant	500
6209 Management Company Fee CMO	
6211 Other Professional Costs	
6213 Advertising Services	5,000
Total 6200 Professional Costs	224,627
6300 Contractual Services	
6301 Staff Development	10,100
6301.1 Staff Development - Travel & Hotel	297
6301.2 Staff Development - Summer PD	4,935
6302 Student Assessment General Studies	0
6303 Substitute Teachers	15,000
6304 Instructional - Hebrew	0
6305 Instructional - General Studies	
6306 Security Services	346
6307 E-Rate Plan	3,978
6313 Educational Consultants	1,757
6319 Afterschool Program	70,000
6320 Translation Service	0
6321 Summer Program	13,764
6322 Afterschool Travel	0
6323 Other School Consultants	35,000
6328 Donor/Special Events Related Expenses	20,000
Total 6300 Contractual Services	175,178

SIHP FY25 Budget	
	FY25 Budget
7100 Pupil Supplies and Furniture	
7101 Curriculum and Instructional	75,000
7102 Uniforms	0
7102a Curriculum Platforms	4,906
7103 Classroom Libraries Leveled Books	0
7105 Classroom Libraries Hebrew Books	
7106 Cafeteria Supplies & Materials	0
7107 Classroom Supplies	26,520
7107a Copy Paper	0
7108 Sports Equipment	2,652
7109 Art/Music Supplies	3,315
7110 Supp Pupil Trans. Field Trips, Summer, Sat.	0
7111 Food Administration	179,010
7112 Entrance Fees for Field Trips	3,978
7113 Supp. Pupil Trans. Unpaid Bus Days	260,000
7114 NYSTL	32,174
7115 NYSSL Expenses	0
7116 NYSLIBL Expenses	0
7117 Summer School Supplies	0
7118 Instructional Technology	3,500
7119 Student Events and Culture	6,630
7121 Hebrew Israeli Studies	4,000
Total 7100 Pupil Supplies and Furniture	601,685
8200 Utilities and Occupancy	
8201 Telephone and Internet	10,200
8201.b Internet	
8202 Security Systems	0
8204 Mobile Phone Service	3,000
8205 Rent	1,173,360
8207 Electricity	0
8207a Gas	0
8207b Water	0
Total 8200 Utilities and Occupancy	1,186,560
8400 Maintenance/Repair	
8401 Janitorial Supplies	
8402 Repairs and Maintenance	0
8403 Extermination Contract	0
8404 Cleaning Contract	0
Total 8400 Maintenance/Repair	0
8800 Miscellaneous Expenses	

SIHP FY25 Budget	
	FY25 Budget
8801 Bank Service Charges	77
Total 8800 Miscellaneous Expenses	77
8900 Depreciation Expenses	198,900
Total Expenses	5,907,456
Net Operating Income	65,452
Net Income	65,452

SIHP Vendor List		2025 Annual Contracts Over \$5k
FOSHIP	Building Lease	\$1,173,360.00
CJ Environmental	Maintenance	\$139,200.00
Global 365	Consulting - Technology	\$50,000.00
Expeditionary Learning	Professional Developmer	\$6,900
4th Sector and Finoptimal	Accounting	\$100,000
MMB	Audit	\$35,000