



HLA Board Meeting Agenda

July 9, 2024, 6 pm

1. Call to Order & Reminder for Public Comment(s) Sign Up
2. Adoption of July 2024 Agenda
3. Approval of June 2024 Minutes
4. Approval of the HLA Family Handbook 2024/25
5. School Report
6. Public Comments
7. Executive Session
8. Adjournment



Board of Trustees Meeting Minutes

June 11, 2024, 6 pm

Trustees Present

Ellen Green
Stella Binkevich
Valerie Khaytina
Alice Li
Mike Tobman

Also Present:

Elyse Castellano, CFO/COO, Hebrew Public

Lauren Murphy, Associate Chief of Staff, Hebrew Public

Robert Keogh, 4th Sector Solutions, HLA Financial Consultant

1 member of the public

1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:03 p.m. and reminded everyone in attendance they can sign up for public comments before the board meeting by emailing boardhla@hebrewpublic.org. Members of the public who missed the public notices can sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of May & June 2024 Agenda

Ellen Green asked for a motion to adopt the May & June 2024 agenda. Stella Binkevich made the motion, Mike Tobman seconded, and the motion unanimously passed.

3. Approval of April & May 2024 Meeting Minutes

Ellen Green asked for a motion to approve the April & May 2024 Meeting minutes.

Mike Tobman made the motion, Ellen Green seconded, and the motion unanimously passed.

4. Policy Review & Adoption

- a. Revised Conflict of Interest Policy
- b. Revised Code of Ethics Policy

Ellen Green asked for a motion to adopt the updated conflict of interest & code of ethics policies. Mike Tobman made the motion, Alice Li seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

5. Resolution for Approval of an increase of CMO Fee

Elyse Castellano introduced Robert Keogh to HLA's board members and provided a brief overview of HLA's current financial situation and shared there is a surplus for the next year. This was reviewed last week with the finance committee and it was recommended that the resolution be brought forth to the entire board for approval.

Ellen Green asked for a motion to approve the increase of the fee from 10% to 12%. Valerie Khaytina abstained from the vote. Mike Tobman made the motion, Stella Binkevich seconded and the motion went to a vote where it unanimously passed with no objections.

6. Review and Approve 2024/25 Budget

On June 4, 2024, the finance committee met to review both the financial projections for the 2024-25 school year and the proposed budget for the 2024-25 school year. The Committee voted to recommend that the Board adopt the 2024-25 budget.

Ellen Green asked for a motion to approve the 2024/25 budget. Mike Tobman made the motion, Stella Binkevich seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

7. Review and Approve 2024/25 Vendor List

Ellen Green asked for a motion to approve the 2024/25 vendor list. Mike Tobman made the motion, Stella Binkevich seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

8. Review and Approve updated Financial Policies and Procedures

Robert Keogh provided a high-level overview on why the financial policies have been updated outlining that the procedures haven't been revised in several years and are outdated. The documents have been updated and now include all efficiencies HLA is utilizing in order to streamline financials.

Ellen Green asked for a motion to approve. Mike Tobman made the motion, Alice Li seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

9. Review and Approve 2024/25 [Board and Committee Meeting Dates](#)

Ellen Green asked for a motion to approve the 2024/25 board and committee meeting dates. Mike Tobman made the motion, Alice Li seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

10. Approve Board officer roles for 2024/25

- a. Ellen Green, Chair
- b. Mike Tobman, Vice Chair
- c. Alice Li, Treasurer
- d. Brian Tobin, Secretary

Ellen Green made the motion to approve the aforementioned board officer roles for 2024/25. Mike Tobman seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

11. Board Member Term Renewal through June 30, 2027

- a. Ellen Green
- b. Alice Li



Mike Tobman made the motion to approve the renewal of Ellen Green & Alice Li's terms through June 30, 2027. Stella Binkvich seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

12. Preview 2024/25 School Safety Plans

The safety plan was previewed by the board + members of the public. The plan will be voted on during the August meeting– as per Section 155.17 of the Commissioner of Education's Regulations, charter schools **do** have to draft, publicly notice, and adopt a safety plan with a 30-day public comment period. That period will begin on July 1, the safety plan will be posted on the school's website.

13. Network Report

Elyse Castellano provided a brief overview of the areas where Hebrew Public is partnering with HLA currently: summer professional development and the charter renewal. As a reminder, our renewal application is due September 1, 2024.

14. Public Comments

No public comments were made during this time.

15. Adjournment

Ellen Green asked for a motion to adjourn the meeting. Mike Tobman made the motion to adjourn at 6:20 pm, Alice Li seconded, and the meeting adjourned. The board will meet next on July 9, 2024.