

Philadelphia Hebrew Public (PHPCS) Board of Trustees Meeting

June 25, 2020

5:00-7:00 PM

Virtually via Zoom

Minutes

Trustees Present

Trustees Not Present

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

Also Present

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

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

Amy Schulz, Director of Operations, Philadelphia Hebrew Public (PHPCS)

Elly Rosenthal, Chief Financial Officer, Hebrew Public

I. Call to Order

Klissa Thomas called the meeting to order at 5:08 PM. Maria Pajil Battle made a motion to approve the meeting agenda. Max Weisman seconded the motion and it passed unanimously.

II. Approval of Prior Meeting Minutes – May 14, 2020 (Schedule A)

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

III. Leadership Reports

- I. Elyssa Yuen, Head of School, presented reflections on our founding year.
 - a. Glows: Fully enrolled with strong financial positioning; strong staff culture and retention; foundation of academic success; Responsive Classroom buy in
 - b. Grows: Academic rigor, SEL supports for students, especially in supporting incoming needs post closure; tightening school-wide systems
2. Elyssa Yuen, Head of School presented on summer programming.
 - a. Summer Reading Camp: Goal for students to grow two reading levels and read 50 books this summer; invited students with IEPs and all first-grade students; Mon-Fri from 9A-1P for the month of July
 - b. Chanel asked about what platforms are being used and the staffing model

- c. Hedra asked about the curriculum and suggested sharing the Free Library summer reading program
- d. Emily Hurst, Executive Director, shared a brief update on virtual Family Visits to all incoming families, which will occur during the month of July
- 3. Emily Hurst, Executive Director presented on SY 2021 re-entry planning.
 - a. Aggregating current guideline to craft hybrid model; coordinating with CSO and peer schools; opportunities for family input and staff input
 - b. Jon Rosenberg, Hebrew Public CEO, added that there has been a lack of leadership at all levels of government, but PA has started to provide some resources; common sense on health and safety side; focused on solving for children who might not be able to be in school, children who might need to be present more often due to IEPs, and children who need full-time care due to parents employment status
 - c. Will provide updates during a brief July call and will present the final plan at the August meeting

IV. Board Actions

- 1. Approval of Finance Report (Schedule B)
 - a. Hedra Packman presented the finance report; numbers look good due to strong enrollment, 100% funding from PSP, grant from Hebrew Public, higher than anticipated Title I funding, and meeting more than 90% of our fundraising goal
 - b. Maria Pajil Battle made a motion to approve the Finance Report. Chanel Ward seconded the motion and it passed unanimously.
- 2. Approval of Fiscal Year 2020-21 Budget (Schedule C)
 - a. Emily Hurst, Executive Director, shared context for the budget; 5-year model; growing faster than expected; PA passed a budget that held funding stable for FY21; Increase in per pupil at local level for FY21; fall out from COVID economic downturn is anticipated by FY2023
 - b. Hedra Packman made a motion to approve the Fiscal Year 2020-21 Budget. Max Weisman seconded the motion and it passed unanimously.
- 3. Approval of Rent Reimbursement Submission
 - a. Be it resolved that the Board of Trustees approves the submission of the rental reimbursement forms for the 2019-2020 school year to the PA Department of Education when the forms become available.
 - b. Fernando Treviño-Martínez made a motion to approve the Rent Reimbursement resolution. Chanel Ward seconded the motion and it passed unanimously.
- 4. Approval of Charter Choices Contract (Schedule D)
 - a. Elly Rosenthal, CFO, shared brief history of how we selected our current back of house accounting provider and why we are suggesting a switch to Charter Choices

- b. Maria Pajil Battle made a motion to approve the Charter Choices Contract. Chanel Ward seconded the motion and it passed unanimously.
- 5. Approval of Custodial Contract RFP (Schedule E)
 - a. Amy Schulz, Director of Operations, shared a brief overview of the RFP and why we are looking to switch providers
 - b. Maria Pajil Battle made a motion to approve the Custodial Contract RFP. Max Weisman seconded the motion and it passed unanimously.
- 6. Approval of Economic Injury Disaster Loan Application
 - a. SBA recently released a new loan that was shared with us by a national board member; \$150,000 loan with \$10,000 advance as a grant; still researching the grant and will report back once due diligence is complete
 - b. Hedra Packman made a motion to approve the Economic Injury Disaster Loan Application. Chanel Ward seconded the motion and it passed unanimously.
- 7. Approval of FY21 Board Calendar (Schedule F)
 - a. We are required to meet nine (9) times per year; adding a tenth call to address the emergency COVID preparedness
 - b. Maria Pajil Battle made a motion to approve the FY21 Board Calendar. Fernando Treviño-Martínez seconded the motion and it passed unanimously.
- 8. Approval of FY21 Board & Officers
 - a. FY21 Board & Officer Slate:
 - i. Klissa Thomas, Chair
 - ii. Maria Pajil Battle, Vice Chair
 - iii. Max Weisman, Secretary
 - iv. Hedra Packman, Treasurer
 - v. Fernando Treviño-Martínez, Board Member
 - vi. Chanel Ward, Board Member
 - vii. Jon Rosenberg, Board Member
 - b. Maria Pajil Battle made a motion to approve the FY21 Board & Officers. Max Weisman seconded the motion and it passed unanimously.
- 9. Approval of FY21 Revised School Calendar (Schedule G)
 - a. Maria Pajil Battle made a motion to approve the Revised School Calendar. Chanel Ward seconded the motion and it passed unanimously.

VIII. Executive Session

- Safety & Security Coordinator Report
- Hebrew Public Annual Evaluation
- Executive Director Annual Evaluation

IX. Closing and Adjournment

Klissa Thomas moved to adjourn the meeting at 7:12PM.