

**MINUTES OF THE BOARD OF DIRECTORS MEETING
BOYS' LATIN OF PHILADELPHIA CHARTER SCHOOL**

Wednesday, December 9, 2015

The Meeting was called to order at 4:12 p.m.

Board Members in Attendance: Charles T. Brooks, Joe Conwell, Marianne Dean, David Hardy, Steve Kempf, Will Kontes, Torch Lytle, Albert Oehrle, Sally Randolph, Matthew Schuh, Steve Smith, Bill Thorkelson, Dick Williams, Wes Wyatt

Board Members in Attendance via Teleconference: Mark Alderman, Isaac Ewell

Board Members Excused: Janice Murdoch, William Kontes

Board Nominees in Attendance: Cliff Thomas

Staff in Attendance: Ruth Gonzalez, Dr. Noah Tennant, Kerry Woodward, Mike Whisman, Joel Witter, Sam Levine, Nicholas Pascale

Parent Representative in Attendance: Elaine Wells

Guests: Jenna Smalley of Kleinbard LLC

I. Call to Order: Dick Williams

Mr. Williams called the meeting to order.

There was a motion to accept the minutes of the September 30, 2015 meeting. Mr. Thorkelson recommended an amendment be made to the Financial Report of the previous minutes. Mr. Thorkelson moved to accept the amended minutes, which was seconded by Ms. Dean. The motion passed unanimously.

II. Nomination of New Board Members: Dick Williams

Mr. Williams then nominated Mr. Cliff Thomas to be appointed to the Board of Directors for Boys' Latin Charter School. There was a motion to approve Mr. Thomas as a new Board Member by Mr. Oehrle and seconded by Ms. Dean. The motion passed unanimously.

Mr. Williams then discussed the nomination of Ms. Randolph for Secretary of the Board. There was a motion to approve Ms. Randolph as Secretary of the Board for Boys' Latin Charter School by Mr. Conwell and seconded by Ms. Dean. The motion passed unanimously.

III. CEO Report: David Hardy

Mr. Hardy began by sharing that Boys' Latin students are currently taking the Keystone Exams. Mr. Hardy was happy to announce that Boys' Latin is in the Top Ten Improved Schools for the Keystone Exams in 2014-15.

Mr. Hardy also announced that a strategic planning process would be launching in the near term at Boys' Latin. Mr. Williams shared that the strategic plan is a Board-driven process, with a committee comprised of Mr. Thorkelson, Mr. Conwell, Mr. Thomas, Ms. Dean and Mr. Williams. The committee plans on submitting a draft of the proposed strategic planning process to the Board before approval, so that the Board will have a chance to weigh in.

Continuing, Mr. Hardy discussed the Girls' Latin appeal process as well as Boys' Latin's application for 100 additional seats. There was a discussion on Boys' Latin's request to the School District for 100 extra seats in their charter. Mr. Hardy responded by stating that they have yet to hear a response back from the School District. Ms. Woodward added that Boys' Latin has less extra seats than originally thought, bringing their total number to roughly 830-840 seats.

Mr. Hardy also announced that the first play of the season, entitled "The Boys Next Door" would be performed at the middle school from Wednesday – Saturday of this week.

IV. School and Operations Report: *Dr. Noah Tennant*

Dr. Tennant began with a presentation that he had previously shown to Boys' Latin students. The presentation displayed how students rank amongst other charter and public schools in terms of their college-going rates and state test results.

Continuing, Dr. Tennant detailed the Boys' Latin college matriculation numbers. In terms of African American males, Boys' Latin's graduation rate is 95 percent and the City of Philadelphia is at 45 percent. In terms of first year matriculation rates of African American males: Boys' Latin is at 84 percent and the City of Philadelphia is at 27 percent. In terms of second year persistence rates of African American males, Boys' Latin is at 67 percent and the City of Philadelphia is at 17 percent.

Mr. Hardy added that Boys' Latin is still waiting for their National Clearinghouse numbers for 2015, which he expects to be in before Christmas. Mr. Hardy noted that these numbers are expected ebb and flow, but that he believes Boys' Latin will continue to post strong numbers and there are many great years ahead. Mr. Hardy stated that Boys' Latin is well ahead of the national average of college graduation rates for African American males: the national average is 15 percent, the City of Philadelphia average is 5 percent and Boys' Latin's average is 34 percent.

There was a discussion on how to measure success in terms of the Keystones, PSSAs, School Performance Profile and SAT scores, and the challenges that go along with improving standardized test scores.

Mr. Witter and Ms. Levine then gave a presentation on improving and measuring Boys' Latin's students' growth in terms of their standardized test scores. Mr. Witter and Ms. Levine stated that Boys' Latin utilized new assessments which focus on the middle school students' skills acquisition so they are better prepared upon entering high school. The main theme they emphasize to the students is to keep learning growing. Teachers send students their scores so they can clearly see areas where improvement is needed, and see the areas in which they have already grown. Mr. Witter has found that students enjoy tracking themselves and their progress, and the importance of instilling these ideals during the middle school years. Teaching middle school students how to set goals keeps them competitive and focused within the realm of learning, and helps them stay motivated.

Ms. Levine then shared Boys' Latin's PVAAS (Pennsylvania Value-Added Assessment System) scores for the Board. Overall, Boys' Latin met or exceeded most of their growth standards.

A discussion followed on how to interpret these scores, how students know the specific areas where growth is needed and the importance of first year teachers' roles in helping the students continue to succeed.

V. Board Committee Reports

a. Finance: *Bill Thorkelson, Kerry Woodward, Wes Wyatt, Mike Whisman*

Mr. Thorkelson began by directing the Board to the Cash Flow Summary, and discussed Boys' Latin's response to budgetary issues. Mr. Thorkelson stated the school can remain cash flow positive through January 2016, but will struggle if the state budget has not been finalized by February.

Moving on, Mr. Thorkelson then directed the Board to the Boys' Latin October Financial Results, stating that the operating cash balance declined significantly due to using cash reserves to fund construction expenses at the middle school. Despite this, Boys' Latin is on budget and on track to break even for the year.

A discussion followed regarding the update on refinancing previous loans for both the middle school and the high school.

Continuing, Mr. Thorkelson stated that Boys' Latin received a clean audit. Once the finance committee reviews the draft audit, the school will submit the audit to the School District for their review. Mr. Hardy added that after the School District's review, Boys' Latin will post their audit report online.

b. Facilities: *Joe Conwell*

Mr. Conwell began by stating that the church conversion is on schedule, on budget, and is expected to be completed by the upcoming summer.

Mr. Conwell concluded his presentation.

c. **Governance:** *Albert Oehrle*

Mr. Williams began by stating that both he and Mr. Oehrle have discussed terms for Board Members. Both agree that terms are needed. He noted that the guidelines in the board bylaws are two 3-year terms. Mr. Williams asked each Board member to consider their own term, and will speak with everyone individually after the new year to gather input. Mr. Williams asked the Board to also think about recruiting new Board Members.

Mr. Williams thanked Mr. Oehrle for his efforts in determining these terms, and concluded his presentation.

d. **Development:** *Marianne Dean, Kerry Woodward*

Ms. Dean began by thanking Ms. Woodward for her help and patience with organizing the upcoming fundraiser with Neiman's, formerly known as the Old Bags Night Out. Ms. Dean asked the Board to consider who may be willing to support the event or consider corporate sponsorship. Ms. Dean was happy to announce to that Susan Burch and Susan Buckley will be the honorees this year. Ms. Dean stated that they are still trying to nail down a date for the event and the entertainment, and aim to get the sponsorship packets out in January.

Ms. Dean announced that Boys' Latin has received \$34,400 from the Annual Appeal Campaign, and encouraged Board participation to be at 100 percent.

Ms. Randolph then thanked Ms. Dean for all of her hard work in preparing for the event.

Ms. Dean then concluded her presentation.

e. **Strategic Planning:** *Dick Williams, Bill Thorkelson*

Mr. Williams began by advising that he and Mr. Thorkelson will report back at the next Board meeting after speaking with a consultant the Board is considering for a strategic planning engagement. The scope of the proposal is broader and thus more expensive than previously anticipated. Both he and Mr. Thorkelson will co-chair, with Ms. Woodward as the point person.

Mr. Williams and Mr. Thorkelson concluded their presentation.

There being no new business, the meeting adjourned to Executive Session at 5:53 p.m.

Respectfully submitted,

Sally Randolph, Secretary