

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

Wednesday, June 8, 2016

The meeting was called to order at 4:13 p.m.

Board Members in Attendance: Dick Williams, Dave Hardy, Marianne Dean, Steve Kempf, Will Kontes, Albert Oehrle, Torch Lytle, Isaac Ewell, Joe Conwell, Patrick South, Sally Randolph, Bill Thorkelson

Board Members Excused: Charles T. Brooks, Wes Wyatt, Mark Alderman, Janice Murdoch, Matthew Schuh, Steve Smith, Cliff Thomas

Staff in Attendance: Noah Tennant, Kerry Woodward, Ruth Gonzalez

Parent Representative in Attendance: Elaine Wells

Guests: Jenna Smalley (Kleinbard LLC), Michael Chism, Robert Fletcher and Shahim Cousins (recent college graduates), Heidi Bonner (Director of College Advisors), [PARENT OF STUDENT, NAME REDACTED], father to [STUDENT, NAME REDACTED]

I. Call to Order: *Dick Williams*

Mr. Hardy begins with an update on the class of 2016. Boys' Latin high graduates have submitted 522 applications to 185 different colleges, and 110 of those colleges admitted students. Ninety-one percent of the class has been admitted into college, and six students will enter the military.

Mr. Hardy welcomes recent college graduates, and former Boys' Latin students, Michael Chism, Robert Fletcher, and Shahim Cousins, who give an update to the Board on their post-graduation plans. The Board thanks Heidi Bonner, Director of College Advisors, for her hard work in helping the students apply and gain admittance into colleges.

Mr. Hardy continues by bringing an issue to the Board's attention. Three students were involved in a theft at Boys' Latin, two of which have taken full responsibility. The third student, [NAME REDACTED], approaches the Board to appeal the decision barring him from walking in the upcoming graduation. [NAME REDACTED]'s father, [NAME REDACTED], also makes a plea the Board.

A discussion then follows on appropriate next steps for [STUDENT, NAME REDACTED].

There is a motion by Mr. Williams to let the administration take responsibility for the decision of whether or not to let [STUDENT, NAME REDACTED] walk in graduation, which is moved by Mr. Thorkelson and seconded by Ms. Dean. The motion passes unanimously.

Continuing, there is a motion by Mr. Williams to approve the minutes of the April 6, 2016 Board meeting, which is moved by Mr. Kontes and seconded by Mr. Thorkelson. The motion passes unanimously.

II. Principal's Report: Noah Tennant

Dr. Tennant begins his presentation with the Boys' Latin class of 2020, the first group of students who will attend Boys' Latin from sixth through twelve grades. Dr. Tennant is excited about the percentage of Boys' Latin middle school students continuing on to the high school. Dr. Tennant states that only three middle school students have chosen to go to other high schools. Dr. Tennant describes one of the goals at the launch of the middle school; that if the school did a good job, then the students would have solid options by the time they graduated eighth grade. Mr. Hardy adds that the three students moving on will be attending Central, Science Leadership Academy and The Haverford School. Dr. Tennant states that the middle school has helped Boys' Latin as an institution, by creating a better launch pad and reshaping the values for freshmen students entering the high school.

Continuing, Dr. Tennant is excited to announce that the Athletic Director and varsity baseball coach recently celebrated his 100th win. Dr. Tennant describes how Coach Dunn has done a great job since the beginning, by providing leadership for the students. Mr. Conwell adds that Coach Dunn is a solid, enthusiastic contributor, who has been committed to his job for a long time, and will continue on for years to come.

Continuing, Dr. Tennant states that Boys' Latin is very fortunate to partner with Franklin Square, and has been working with Franklin Square on business plans related to wellness. There was a pitch for a \$25,000 Blue Cross grant, and the winning team was selected. Dr. Tennant is proud of work they're doing; exploring wellness, school discipline and academic success through real life scenarios.

Dr. Tennant is happy to announce that the high school graduation will take place on June 13, 2016 at 4:00 p.m. All Board members are encouraged to join. The graduation will feature the salutatorian and valedictorian, both of whom are going to the University of Pennsylvania. Dr. Tennant states that three students are not graduating, but the administration is working with them to find paths to graduation. Dr. Tennant is looking forward to hosting the keynote speaker, Dr. Angela Duckworth, who will discuss exploring grit and resilience with students. Dr. Lytle adds that Dr. Duckworth's most recent book was recently reviewed in *The Economist*. Ms. Dean adds that a group, Minding Your Mind, will be a good group to come in and speak to the students on mental health.

Dr. Tennant concludes his presentation.

III. CEO Report: David Hardy

Mr. Hardy begins with a discussion about the budget. Mr. Hardy states that Boys' Latin has done good work, and finished the year off strong. Mr. Hardy is pleased with the middle

school, which has been doing incredibly well under leadership of Nick Pascale. Mr. Hardy states the improved work is due to great teachers, who has helped students thrive coming out of the middle school. Mr. Hardy looks forward to the upcoming graduation, as the future Class of 2020 has done great work and is a very talented group.

Dr. Tennant adds that 125 students will be graduating from the middle school, and 122 of those have enrolled in Boys' Latin's high school. Dr. Tennant states that since 160 students have applied to be in the middle school for the next academic year, there will be a lottery for the next round of admissions. Mr. Hardy adds that the lottery needs to be conducted in a transparent way with a detailed record, as there are many students applying for limited seats.

A discussion follows on the practicality of having a second middle school so Boys' Latin could admit everyone.

Dr. Tennant describes how the Boys' Latin middle school students perform academically upon entering the high school. Dr. Tennant states that freshmen entering the high school from Boys' Latin's middle school are already acclimated to its culture, and that will go a long way in terms of future academic success.

Mr. Williams suggests that the Board should add a committee to monitor academic and instructional quality, in terms of standardized testing and charter renewal, which will occur during the 2016-17 school year. Mr. Williams states that the idea came from Mr. Thomas, and that Boys' Latin will benefit from its board members who are very knowledgeable experts in these areas. Mr. Williams asks the Board to suggest a name for this proposed committee. A discussion then follows as to the scope of this committee, which would be more like an audit committee or an *ad hoc* committee, details about the charter renewal process and staying in compliance. The name "Charter Renewal Committee" is suggested by Dr. Lytle. It is suggested that after the charter renewal, the Board could further evaluate the name and scope of this committee. The Charter Renewal Committee is accepted, and will be comprised of Dr. Lytle, Dr. Randolph and chaired by Mr. Thomas.

Mr. Hardy concludes his presentation.

IV. Board Committee Reports

a. Finance: *Bill Thorkelson*

Mr. Thorkelson begins with an update on the rental reimbursement application. Ms. Woodward states that the Board needs to vote to apply for the rental reimbursement, and the application is due on June 30, 2016. Ms. Woodward clarifies that this is an annual reimbursement of around \$127,000 for both the middle school and high school facilities.

There is a motion to approve applying for the rental reimbursement, which is moved by Mr. Thorkelson and seconded by Ms. Dean. The motion passes unanimously.

Mr. Thorkelson continues to the 2017 budget update, and directs the Board to the financial results through April. Mr. Thorkelson states that Boys' Latin is forecasting a surplus for the year.

Mr. Thorkelson states that one piece of information that is also important is the cash reserve. Mr. Thorkelson explains that the cash on hand is well below the 30-day target, which is a function of the middle school project coming in over-budget.

b. Facilities: *Joe Conwell*

Mr. Conwell begins his presentation with the middle school's gym conversion, stating that that project is officially on hold. Mr. Conwell states that the middle school project is winding down. Financially, Boys' Latin spent almost \$300,000 more than budgeted, and the majority of that overage was used to renovate the administration building. Despite this overage, Mr. Conwell states that the renovation was done well, and there are now seven employees working in the administration building full-time. Mr. Conwell adds that the building is also getting good use from the special education department. Mr. Conwell adds that the middle school campus is safe and functioning well.

Continuing, Mr. Conwell adds that Boys' Latin is looking into possibilities for what to do with the field next to the high school. Mr. Conwell has looked into options for cleaning up the field, grating it, and putting a fence around it; to create a more permanent solution. Mr. Conwell describes that at times, the facilities committee has looked into creating a flat surface for a grassy commons area, to be used for recesses and athletic-type activities. However, the budget for this project is \$150,000. Mr. Conwell states that more economical options are being evaluated.

Mr. Conwell concludes his presentation.

c. Finance: *Bill Thorkelson*

Returning to finance, Mr. Thorkelson continues his budget presentation. This year, Boys' Latin went through a rigorous internal budget process, and Mr. Thorkelson states that the finance committee put a lot of thought into the cost structure, and calibrated the budget accordingly. Mr. Thorkelson states that this budget is one that Boys' Latin can control against, and there is a high degree of comfort which has not existed in the past. Mr. Thorkelson thanks Ms. Woodward for her participation in the budget process.

Mr. Thorkelson then directs the Board to enrollment trends, as in 2013 (before the middle school existed) there were 410 students enrolled in just the high school. In 2016, enrollment reached 840 students in both the high school and middle school. Mr. Thorkelson adds that Boys' Latin's charter is for 800 students, and when more than 800 are enrolled, Boys' Latin takes on those extra costs. For the 2017 budget, Mr. Thorkelson states that Boys' Latin is budgeting for 825 students, in anticipation that

that number will fall to 800 students during the school year due to normal student attrition.

Mr. Thorkelson continues through the financial charts which Ms. Woodward has prepared, and guides the Board through revenue trends, meeting the loan covenant and costs per pupil.

Mr. Hardy thanks Mr. Thorkelson for his leadership on the finance committee, and states that this year's budgeting process has gone smoother than it ever has before. Mr. Hardy also thanks Ms. Woodward for her continued efforts. Mr. Hardy explains that previous years' budgeting has been a battle between the bottom line versus individual costs, and that this year that did not happen. Mr. Hardy states that this year, Boys' Latin dug deep into its own cost structure to see what was important and what could be cut.

Mr. Thorkelson then asks the Board to approve but not *finalize* the budget as presented. He asks the Board to give the finance committee the opportunity to approve the final 2017 budget at finance committee level once updated revenue numbers are published in July. Mr. Thorkelson will bring the budget to the board in September.

There is a motion to give the finance committee the opportunity to approve the final 2017 budget at the finance committee level once the revenue numbers come in from the School District, which is moved by Mr. Kontes and seconded by Ms. Dean. The motion passes unanimously.

d. Governance: *Albert Oehrle*

Mr. Oehrle begins his presentation with a discussion on Boys' Latin's bylaws in terms of board terms and tenure. Mr. Oehrle explains that there is no fixed number of trustees in the bylaws, but is going to draft a bylaw capping the number at 25 trustees. Currently, Boys' Latin has 19 trustees, and Mr. Oehrle suspects the school will maintain a level of 18-19 under normal circumstances. Mr. Oehrle does not want to limit Boys' Latin to its current number of trustees, which is why the governance committee went with 25.

Continuing, Mr. Oehrle discusses the Board member terms, which will run up to 12 years (or four consecutive three-year terms). Mr. Oehrle will draw up a bylaw that reflects flexibility to have trustees serve, subject to approval from the Board, for four three-year terms.

Mr. Williams adds that based on survey, Boys' Latin will have to recruit one or two new trustees every year. Mr. Oehrle will propose and circulate these new bylaws at the September Board meeting.

Ms. Woodward states that processes and procedures required for Title I compliance also must be approved tonight.

There is a motion to approve all Title I compliance policies (which had been distributed to the Board in advance of the meeting for review) at once, which is moved by Mr. Oehrle and seconded by Mr. Williams. The motion passes unanimously.

Mr. Oehrle concludes his presentation.

e. Development: *Marianne Dean, Kerry Woodward*

Ms. Dean is happy to report that Boys' Latin raised nearly \$370,000 at the Night of Fashion event and is on track to exceed its annual fundraising goal by almost 25%.

Ms. Woodward adds that one of Boys' Latin's English teachers, Mr. Reynolds, is running a fundraiser for trip to Costa Rica, by selling handmade planters.

Ms. Dean concludes her presentation.

f. Strategic Planning: *Bill Thorkelson*

Mr. Thorkelson begins by stating that the strategic planning committee has received Boys' Latin's full report from Bloom. Mr. Thorkelson thanks Dr. Tennant, who has worked hard on the mission and vision statement. What Mr. Thorkelson would like to do over the summer is work with the school to prioritize various recommendations that Bloom has made, to ensure that the school is on the same page in terms of what it wants to work on, and when.

Mr. Williams adds that the strategic planning committee will be ready to deliver a final report and implementation plan at the September meeting.

With there being no new business, and no Executive Session needing, the meeting adjourned at 6:14 p.m.

Respectfully submitted,

Sally Randolph, Secretary