

Every man is the architect of his own fortune.



Boys' Latin of Philadelphia Charter School | 215.387.5149 | 5501 Cedar Ave, Philadelphia, PA 19143

**Meeting of the Board of Directors
Wednesday, July 20, 2020 at 10:30 a.m.
Meeting held via Zoom due to COVID-19**

The meeting was called to order at 10:34 a.m.

Board Members in Attendance: Joe Conwell, Isaac Ewell, David Hardy, Steven Kempf, Steve Smith, Patrick South, Elaine Wells, Wes Wyatt

Board Members Excused: Eric Dobson, Amy Williams Guidi, Albert Oehrle, Matt Schuh, Kerry Woodward, Wally Zimolong

Staff in Attendance: Ruth Gonzalez, Colleen Smith

Guests: Karisa Anand (Middle School Teacher), McKenzie Kubik (High School Teacher)

I. Call to Order: *Wes Wyatt*

Mr. Wyatt calls the meeting to order, and thanks everyone for attending digitally.

There is a motion to adopt the June 10, 2020 board of directors meeting minutes, which is moved by Mr. Conwell and seconded by Ms. Wells. The motion passes unanimously.

Mr. Wyatt announces that in light of the board transformation, the board needs to appoint a new board secretary and shares his recommendation of Pat South. He then invites Mr. South, who also chairs the board development committee, to deliver an update on development.

Mr. South begins by restating the development budget (\$1 million) and goal (\$1.4 million) for 2019-20. The school ended the year around \$1.3 million, which Mr. South believes is strong all things considered. Mr. South continues sharing that for fiscal year 2020-21, the development budget is \$750,000 and goal is \$1.2 million, which does not include about \$370,000 the school will receive through COVID-19 relief grants. Mr. South shares that to-date the school has raised commitments that amount to nearly half of the \$750,000 budget. Mr. South states that the development committee will meet in the coming weeks to finalize plans for the upcoming year.

Mr. Wyatt asks Mr. South to clarify about approach with restricted and unrestricted gifts. Mr. South clarifies that the school plans to continue to primarily seek unrestricted funds. However, if there are specific needs that pique the interest of donors, restricted gifts will be solicited.

Mr. Smith inquires about the school's plan to launch a COVID-19 fund. Ms. Smith clarifies that the school is not launching a COVID-19 fund, but rather received two grants through the Pennsylvania Commission on Crime and Delinquency and the CARES Act. Mr. Smith continues with a recommendation to create a fund that highlights expenses related to COVID-19, particularly

in September when students return to school. Mr. South ends his report highlighting the importance of expanding the school's donor base. Mr. Wyatt thanks Mr. South for his report.

There is a motion to nominate Mr. South as Secretary to Boys' Latin's Board of Directors, which is moved by Mr. Wyatt and seconded by Mr. Kempf. The motion passes unanimously.

II. Interim CEO Report: David Hardy

Mr. Hardy begins by stating that this is a challenging time, conducting a reorganization of the school in the middle of a pandemic, but that great progress is being made. He continues sharing a series of updates.

The school has hired an Interim High School Principal and High School Dean of Students and restructured its specialized services department, replacing the outgoing Director of Specialized Services with a coordinator at each school.

The school ran virtual summer programs, distributing over 100 Chromebook laptops to the 250 students in Freshman Summer Academy, Credit Recovery, and Extended School Year.

To proactively address expected enrollment shortfalls due to the pandemic, the school overenrolled in grades six and nine. Initial survey data shows that parents at Boys' Latin and other schools want students to learn online this fall, which will impact enrollment. The school will continue to leverage its waiting list. For 2021-22, the school will increase advertising and end its partnership with Apply Philly Charter. Mr. Hardy commends Ms. Janet Ortiz-Cosby, Director of Enrollment, for her efforts.

As first announced at the June board meeting, the school is launching a teaching residency to produce more black male educators in partnership with Drexel University, Cheyney University, and the Center for Black Educator Development. The inaugural class includes three teachers and 10 apprentices. The teaching fellows began their certification coursework at Drexel in June.

Mr. Hardy continues introducing the school's health and safety plan. He emphasizes the importance of having, at a minimum, a few weeks of in-person time with students to ensure they are well-prepared to use their laptops, online programs, and other hardware and software necessary for successful online learning. He commends Ruth Gonzalez, Director of Operations, and the entire pandemic committee for leading the school's planning efforts. Mr. Hardy finishes stating that the school will do the very best it can to create a safe and healthy learning environment.

Mr. South inquires about the measures the school is taking to determine students who need support with internet access. Mr. Hardy shares that the school is surveying parents, specifically about broadband internet access, and acquiring mobile hotspots to distribute as-needed.

Mr. Kempf asks if the teaching fellows and apprentices are alumni of the school. Mr. Hardy confirms that there will be 10 to 15 alumni working at the school in 2020-21. Mr. Hardy believes that between the fellowship, apprenticeship, and afterschool program to expose current students to the teaching profession, the school will successfully recruit more black males to the profession.

Mr. Hardy reminds the board of the search for a permanent CEO that needs to be launched at the next board meeting. He recommends the board seek candidates of diverse backgrounds.

Mr. Hardy shares that the school will contract with a curriculum consultant to conduct a full review of middle school and high school curricula and make recommendations on how to proceed.

Mr. Hardy states that the teachers will play a more significant role in the upcoming school year than in previous years. Mr. Hardy reviews current openings and recent hires.

Mr. Hardy concludes with an update about the Class of 2020 Commencement Ceremony scheduled for August 7, which is subject to change due to the evolving COVID-19 situation.

Mr. Hardy concludes his presentation.

III. School Health and Safety Plan: *Ruth Gonzalez*

Ms. Gonzalez introduces the school health and safety plan, which was developed using the template provided by the Pennsylvania Department of Education (PDE). Boys' Latin proposed operating a blended model of in-person and distance learning in the 2020-21 school year. Ms. Gonzalez reviews a summary of the plan, highlighting the stakeholders involved in the development of the plan as well as the plan priority, guiding principles, resources, and other key features. Ms. Smith communicates that the plan was built in a way that allows the school to be nimble and switch from a blended model to a full-distance model quickly.

Mr. South asks if the morning and afternoon students are grouped at random. Ms. Smith shares that where students live will be prioritized in the grouping process: students who live in the zip code areas closest to the school will be placed into the morning session and students who live farthest away from the school will be placed in the afternoon session to avoid rush hour related traffic. Mr. Hardy continues sharing that per the Department of Transportation Services, if Boys' Latin wishes to utilize district-provided transportation services, it must push the school start time back to 9:30 a.m. He continues, stating that this is not feasible so the school plans to opt out of district-provided transportation services. He believes the school will be able to find a solution.

Mr. Conwell asks how the school envisions providing transportation services. Mr. Hardy states that the school is reviewing each student's individualized education plan to determine their transportation needs. Ms. Smith states that as of right now this will impact about 20-30 students and that the district will continue to transport our students who attend private placement schools.

Ms. Gonzalez reviews next steps, including a survey that will be sent to parents and staff to seek their initial feedback. She continues stating that the school will accommodate students and staff with underlying conditions as well as those who wish to opt out of the in-person component. Ms. Smith states that if the board approves the plan today, the plan will be sent to parents and staff, displayed publicly on the school's website, and submitted to PDE and the District via the Charter Schools Office, as required.

Mr. Wyatt thanks everyone involved for their time and energy in developing the plan.

Mr. Conwell inquires about projected enrollment and expressed his support of the school's decision to withdraw from Apply Philly Charter. Mr. Hardy states that the school is currently well-positioned from an enrollment perspective, but that volatility is expected. There is a discussion about enrollment trends at the school and across the state and the impact of cyber charter schools.

Mr. South inquires about the protocol for shutting down the school in the event of a confirmed or suspected exposure. Ms. Smith confirms that if there are five positive cases at the school among students and staff, the entire school shuts down, and if there are more than four high school teachers and three middle school teachers who cannot participate in in-person instruction, for

whatever reason, the school switches to full distance learning. There is a discussion regarding quarantine and isolation protocols.

Mr. Conwell inquires about the School District of Philadelphia's plan. Ms. Smith shares that the district is also operating a blended model with two days of in-person instruction each week. Mr. Hardy states that the school's plan requires students to work harder from home but prioritizes seeing students every day.

There is a discussion on the trends related to COVID-19 in Philadelphia.

Ms. Gonzalez concludes her presentation.

There is a motion to approve the School Health and Safety Plan dates July 20, 2020, which is moved by Mr. Conwell and seconded by Mr. South. Mr. South asks for clarity around next steps following approval. Ms. Smith clarifies that if there are any changes to the plan, the plan needs to be put in front of the board again for approval. The motion passes unanimously.

Ms. Smith provides an overview of the Emergency Instructional Time Template, which confirms the school's plan to meet both the 180 day and 990 hour minimum requirements in 2020-21. There is a motion to approve the Emergency Instructional Time Template, which is moved by Mr. Kempf and seconded by Mr. Conwell. The motion passes unanimously.

Mr. Wyatt thanks everyone for attending this summer board meeting.

The meeting adjourns at 11:38 a.m.

Respectfully submitted,

DocuSigned by:
Pat South
6E53C481E68F41B

Patrick South, Secretary