



**Meeting of the Board of Directors
Wednesday, October 7, 2020 at 4:00pm
Meeting held via Zoom due to COVID-19**

The meeting was called to order at 4:39 p.m.

Board Members in Attendance: Joe Conwell, Isaac Ewell, Amy Guidi, Patrick South, Elaine Wells, Kerry Woodward, Wes Wyatt

Board Members Excused: Eric Dobson, Steve Kempf, Albert Oehrle, Steve Smith, Wally Zimolong

Staff in Attendance: Dave Hardy, Ruth Gonzalez, Colleen Smith

Guests: Mike Whisman (Charter Choices), Joe Martin (Charter Choices), Jenna Smalley (Kleinbard LLC)

I. Executive Session

An Executive Session was held to discuss personnel issues.

II. 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 September 1, 2020 Board of Directors meeting minutes, which is moved by Mr. South and seconded by Mr. Conwell. The motion passes unanimously.

III. Interim CEO Report: *Dave Hardy*

Mr. Hardy begins by announcing that in addition to personnel challenges, Boys' Latin has been working on stabilizing its online learning environment. Mr. Hardy explains that Pennsylvania has rigorous standards for synchronous attendance and accounting for students who attend in this environment, and Boys' Latin is doing its best to adhere to those standards. Mr. Hardy states that attendance at the high school is getting stable, while Boys' Latin is still having problems with the middle school. Mr. Hardy asserts that a lot of that difficulty is due to technology. Mr. Hardy asserts that Boys' Latin's goal is to have no student fall behind, which is why the school has

seven teaching apprentices and other staff members focused on attendance by contacting families to identify any issues. Mr. Hardy thanks the staff for their team commitment to improving attendance and helping students meet their goals.

Mr. Hardy explains how Boys' Latin is trying to re-ground its faculty and staff on keeping in line with Boys' Latin's mission. Mr. Hardy reminds the board that Boys' Latin is bound by charter school legislation which states that the school must provide opportunities for students to operate independently from existing school structures. The specific objective of this law is to improve student learning. Boys' Latin is supposed to be better by increasing learning opportunities for students and encouraging the use of different innovative teaching models. Teachers are supposed to have more leadership opportunities and parents are supposed to have more choices than public schools. The School District holds Boys' Latin accountable for meeting these academic standards. Mr. Hardy then describes the low college matriculation rates for males of color in Philadelphia and how Boys' Latin received its charter to change that. Mr. Hardy asserts that the school's faculty and staff need to recommit to the college preparatory model. Mr. Hardy explains that in order to do this, Boys' Latin's priorities moving forward will be to increase rigor by adding classes like algebra in the middle school, pre-calculus for all high school students, and strengthening the Latin program. Boys' Latin will also implement a reading program for 6th graders so that by the time students leave middle school they will have increased three-to-four reading levels. Boys' Latin will also increase math classes to support middle school algebra while allowing faculty to address math deficiencies students come in with. There will be an additional focus on the Leadership Academy, Boys' Latin's after school program. Mr. Hardy also notes that Boys' Latin currently does not have a robotics team or a mock trial team, which the school was previously known for.

Continuing, Mr. Hardy describes how Boys' Latin has less students than when the school year began. Mr. Hardy explains that some students have opted to go to other schools. He continues sharing that with 25% of current students receive special education services. Boys' Latin believes enrollment will eventually stabilize.

Mr. Hardy then updates the Board on the teaching fellowship, which has been incredible for Boys' Latin. Mr. Hardy describes how there are ten people in this fellowship, which consists of three teaching residents in middle school and high school (two Latin teachers and one math teacher) and seven teaching apprentices. The residents have also been in the Drexel certification program since the end of June. Mr. Hardy describes how these teachers are doing well in terms of class structure and classroom management. Mr. Hardy explains that the apprentices, five of whom are Boys' Latin graduates, are also doing well. The three fellows are also Boys' Latin graduates. Boys' Latin formally launched this program on September 16 and is grateful to have Drexel as a partner; Drexel will also be able to help Boys' Latin with projects such as redesigning curriculums. Mr. Hardy adds that Boys' Latin has also hired one of its own graduates to participate in alumni outreach by staying in touch with recent graduates in order to maintain a connection.

Mr. Hardy announces that Boys' Latin also had its first college acceptance last week: Kendall Battles was accepted into Robert Morris University in Pittsburgh. Mr. Hardy describes Mr. Battles as "the best bowler in Philadelphia" and a big reason why Boys' Latin won the bowling championship in the last few years. Mr. Battles is a senior this year who began his career at Boys' Latin in the middle school.

Mr. Hardy then delivers a virtual learning update to the board: when the school year began, Boys' Latin students participated in a tutorial following the distribution of laptops and other supplies (such as internet hot spots) to students and grade level seminars. Boys' Latin began synchronous learning on September 14 which consists of synchronous classes on Mondays, Tuesdays, and Fridays from 8:00-3:30pm in both the middle and high schools, then asynchronous learning on Wednesdays from 8:00-3:30pm where students work independently but are responsible for turning in work at the end of the day.

Mr. Hardy explains how Boys' Latin has made a significant investment in technology in light of virtual learning. Mr. Hardy states that 96 percent of students are confirmed with dedicated laptop access and 91 percent of students are using a school-issued laptop. Mr. Hardy adds that 18 percent of students use school-provided Internet service. Boys' Latin believes the problem with absences is avoidance or technological illiteracy. Mr. Hardy acknowledges that the faculty has done a great job with the technological learning curve, which began by creating a successful student tutorial to show students how to use the online software. Mr. Hardy describes how one teacher started a student desk drive, where community members come together to build desks for students do not have a dedicated work space in their homes—so far 40 desks have been made for students.

Mr. Hardy confirms that a successful, virtual Back to School Night was recently held which included technological support workshops and parent workshops. In addition a recent virtual college event was held, where students could learn about eight-to-ten colleges who participated in the event. Mr. Hardy states that Boys' Latin will soon re-survey parents, faculty, and staff about returning to in-school learning.

A discussion is held on how parents and faculty might respond to the survey, and Boys' Latin's struggles with online attendance. Mr. Hardy states that Boys' Latin's high school has settled in to an 80 percent average daily attendance rate, while the daily middle school attendance remains weaker.

Mr. Hardy then segues into the status of Boys' Latin's 2021 goals, which includes the following topics and benchmarks:

- Academics—maintaining daily attendance rates of 95 percent at both schools with no students failing any classes;
- College—all high school students will take the SATs and get accepted into college, while maintaining a high college matriculation rate and college persistence rate;

- Enrollment—maintaining a stronger retention rate;
- Faculty—increasing the number of certified teachers;
- Financial—maintaining a strong minimum days of cash on hand; and
- Increased parent engagement—where parents receive two contracts per week.

Mr. Hardy describes how Boys’ Latin has made good progress with regard to enrollment and finance, while the other goals are still a work in progress.

A discussion is held on the progress of Boys’ Latin in achieving these goals, and any obstacles faced along the way.

Ms. Gonzalez then updates the board on Boys’ Latin’s School Health and Safety Plan. Ms. Gonzalez reports that the school is keeping in line with its original plan by upgrading the air filter system, installing contactless systems for soap dispensers, installing hand sanitizer stations in every classroom and office space with stands throughout the building and main entrance. Mr. Gonzalez describes how all classrooms have been cleared of unnecessary furniture with only 8-15 desks remaining per classroom. Maximum occupancy signs have been placed outside every classroom and office area with additional signage posted to encourage social distancing and best hygiene practices. Boys’ Latin is still working on installing contactless systems for sinks, urinals, and water fountains. Continuing, Ms. Gonzalez describes how only the high school building is open to staff, with around 34 faculty and staff members coming in daily. All staff are required to wear a mask and have their temperature taken and answer a symptom screening questionnaire before gaining entry. Ms. Gonzalez explains that these questionnaires are then stored in a binder in the nurse’s office should any contact tracing become necessary. Visitors must also follow this procedure as well. Ms. Gonzalez states that the janitorial staff regularly disinfects the high-contact areas throughout the day and a thorough cleaning of the building is done at the end of the day.

Mr. Hardy and Ms. Gonzalez conclude their presentations.

IV. Parent Liaison Report: Elaine Wells

Ms. Wells begins by explaining that in addition to being on Boys’ Latin board, she is involved in several community organizations as a member or in an advisory capacity. Recently Ms. Wells was invited to a meeting with Councilwoman Gauthier concerning the restructuring of the Mercy Hospital facility by a group of organizations. Ms. Wells voiced her concern and desire for outreach to students, and the Penn Medicine President, Mr. Mahoney, liked her ideas. Ms. Wells proposed developing a pipeline for employment opportunities to Boys’ Latin, internships to permanent positions for students, educational opportunities such as mentorship and college partnerships, and opportunities for college credit. Ms. Wells inquired about paid internships for 200 students, and full academic scholarship opportunities. Mr. Mahoney expressed interest in partnering with Boys’ Latin on these objectives. Ms.

Wells will reach out to Mr. Mahoney to further discuss which partnerships and pipelines can be developed between Boys' Latin and Penn Medicine.

Mr. Conwell thanks Ms. Wells for her hard work on behalf of Boys' Latin, and for her engagement.

Ms. Wells concludes her presentation.

V. Board Committee Reports

a. Finance: *Kerry Woodward*

Ms. Woodward begins by presenting the August 31 Finance Report, which shows that the balance sheet has grown since last fiscal year. Ms. Woodward describes that Boys' Latin has a strong working capital position, and a strong cash position. Ms. Woodward then draws the board's attention to the revised 2020-2021 Budget, which was approved in June as a preliminary budget, and explains that as Boys' Latin makes new hires and conditions change over the summer, the finance committee reviews and approves a revised budget in August. Due to the pandemic, the finance committee and school team had a meeting where both sides reviewed this budget. Ms. Woodward describes the major changes made are adjustments to federal food program subsidies given that school is not in session, and on the expense side revisions have been made that are reflective of personnel changes. Ms. Woodward then highlights a few programmatic investments such as adding \$50,000 to the summer school budget to account for learning losses that occur during remote learning—Boys' Latin anticipates more students will attend remedial instruction this summer. Ms. Woodward points out that the technology budget has also been expanded, and that the revised budget net income surplus is compliant with Boys' Latin's debt covenants. Ms. Woodward recommends approval and adoption of this revised budget today.

There is a motion to approve and adopt the fiscal revised 2020-2021 budget, which is moved by Ms. Woodward and seconded by Mr. Conwell. The motion passes unanimously.

Ms. Woodward concludes her presentation.

b. Facilities: *Joe Conwell*

Mr. Conwell begins by giving an overview of recent capital projects to the board, which have included deferred maintenance projects such as sidewalk replacements, constructing science labs, along with creating an athletic field at the high school. Mr. Conwell states that Boys' Latin's next project will be repairing the masonry pointing on high school building, specifically the mortar between the big stones that the building is made of. Mr. Conwell describes that the school experiences significant water infiltration after hard rain, and has had a few classroom flooding incidents.

Mr. Conwell explains that last year the board approved two expenditures of \$250,000 each for the pointing. At this time Boys' Latin believed only spot pointing was necessary, however when the project commenced this year, the crew informed the school that the deterioration of the mortar on the building is more severe than initially thought: spot pointing is not enough and the school needs to repoint the mortar. Mr. Conwell explains that the facilities committee and other Boys' Latin faculty had a call on Monday and collectively agreed that the school should expand the job to repointing. Mr. Conwell notes this would increase the budgeted cost of repairs to \$380,000. Mr. Conwell announces that finance, facilities, and administration all support this plan to repoint the high school as recommended.

A discussion held on how this expenditure is reflected in the revised budget.

There is a motion to approve the \$380,000 expenditure for repointing, which is moved by Mr. Conwell and seconded by Mr. South. The motion passes unanimously.

Mr. Conwell concludes his presentation.

c. Development: *Pat South*

Mr. South begins by announcing that historically Boys' Latin been fundraising in the range of \$1.4-1.5 million per year. Last year due to the pandemic Boys' Latin raised \$1.3 million. Mr. South describes how Boys' Latin has downsized this year's budgeted fundraising goal to \$1.1 million while maintaining the big picture goal of \$1.4 million. So far Boys' Latin has raised \$486,000 through some larger grants in technology for at-home schooling. Mr. South states that with these contributions Boys' Latin is already a good chunk of the way towards its development goal before beginning its serious fundraising efforts. Mr. South states that Boys' Latin will submit proposals to some targeted foundations for teaching fellowships and a 6th grade reading program, and that the development committee set a target of mid-November to begin the annual appeal. Mr. South notes the school is potentially seeking a full-time development individual. The development committee is happy with the current progress and will be rolling out more direct outreach moving forward.

A discussion is held on additional development opportunities for Boys' Latin.

Mr. South concludes his presentation.

Mr. Wyatt thanks everyone for attending and appreciates everyone's time and effort.

The meeting adjourns at 5:53 p.m.

Respectfully submitted,

Patrick South, Secretary