



**Meeting of the Board of Directors
Wednesday, February 2, 2022 at 4:00pm
Meeting held via Zoom due to COVID-19**

The meeting was called to order at 4:14 p.m.

Board Members in Attendance: Joe Conwell, Amy Guidi, Steve Kempf, Albert Oehrle, Patrick South, Elaine Wells, Kerry Woodward, Wes Wyatt, Paul Yakulis

Board Members Excused: Isaac Ewell, Steve Smith, Amir Tucker

Staff in Attendance: Dr. William Hayes, Ruth Gonzalez, Tyler Jackson, Colleen Smith

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

I. Executive Session

An executive session was held to discuss a personnel matter and a waiver of expulsion that will be voted on tonight.

II. Call to Order: Wes Wyatt

Mr. Wyatt calls the meeting to order, and thanks Mr. Kempf for leading the previous meeting. Mr. Wyatt explains that two meetings were needed in January due to a failure to reach a quorum on January 5.

There is a motion to adopt the January 5, 2022 Boys' Latin Board of Directors meeting minutes, which is moved by Ms. Woodward and seconded by Mr. Kempf. The motion passes unanimously.

There is a motion to adopt the January 13, 2022 Boys' Latin Board of Directors meeting minutes, which is moved by Mr. Conwell and seconded by Ms. Woodward. The motion passes unanimously.

III. Interim CEO Report: Dr. William Hayes

Dr. Hayes begins with a college and career update. Dr. Hayes explains that to date at Boys' Latin: 67 students have already applied to college, 22 students have not yet applied to college, 35 students have already been admitted to college, 73 students

have taken the SAT, and 16 students have yet to take the SAT. Dr. Hayes notes that it is mandatory for eligible students to take the SAT by March. The Boys' Latin college team tracks how many students have taken the SAT.

Dr. Hayes describes how the college team has already started to create trackers to monitor where students have applied and where they have been admitted, and will add the FAFSA as a column to track.

Dr. Hayes then discusses next steps for juniors, where PSAT data will be reviewed and linked to a college board account with Kahn Academy. Boys' Latin aims to register all juniors for the May SAT and have them complete a college essay prior to the end of school year in English Class. The school wants to identify any juniors for dual enrollment opportunities this summer.

Dr. Hayes then explains next steps for seniors, which include registering any remaining students for the March SAT, and have all seniors apply to the Community College of Philadelphia by February 28. Boys' Latin would like all seniors to apply to no less than three to four colleges by February 8. Dr. Hayes adds that there will be a HBCU presentation in Research Writing Class and one-on-one FAFSA support with every senior with the goal to have the FAFSA completed by May 1. The school will also assist seniors by using data points to make the best financially fit decision for themselves by June 1.

Dr. Hayes states that the college team is comprised of Jonas Crenshaw who manages Heidi Bonner and Erica Chance.

There is a discussion on how these next steps differ from actions that Boys' Latin has taken in the past. Dr. Hayes explains how the goals are consistent but now there is more accountability with tracking data. Boys' Latin is taking a more active approach to helping students.

Continuing, Dr. Hayes addresses the Waiver of Expulsion as discussed in executive session. Dr. Hayes explains how a student who committed a level 3 infraction was recommended for expulsion. The school's special education lawyers drafted a document that outlines the family's desire to withdraw from the school rather than having the student be expelled. Dr. Hayes notes that this a mutual agreement where the student will withdraw from the school without an expulsion hearing.

Ms. Smith turns to the updated Health and Safety Plan, as the Philadelphia Department of Public Health recently released significantly updated guidance which prompted this additional update. This revised plan was circulated to the board prior to this meeting. Ms. Smith describes the main changes, which include a revised definition of what it means to be fully vaccinated for various age groups, revised quarantine parameters, changes to contact tracing which will only occur in high risk settings, and new masking recommendations to pair a cloth mask with a surgical grade mask, or just wearing a surgical mask or a N95/K95 mask. Ms. Smith adds that

Boys' Latin has purchased N95 masks for school employees and more students will be in school due to the narrowed the scope of contact tracing. Finally a random sample of 10 percent of the school's unvaccinated population will be tested on a weekly basis.

There is a discussion on the percentages of Boys' Latin students and employees currently vaccinated. Ms. Smith notes that in February and March Boys' Latin will host vaccination clinics with assistance from Jefferson and CHOP.

There is motion to adopt the Waiver of Expulsion, which is moved by Mr. Conwell and seconded by Mr. Oerhle. The following board members vote in the affirmative: Mr. Yakulis, Ms. Woodward, Mr. Kempf, Mr. Oehrle, Mr. Wyatt, Mr. Conwell, Ms. Wells, and Ms. Guidi. The motion passes unanimously.

There is motion to adopt the updated Health and Safety Plan, which is moved by Mr. Yakulis and seconded by Mr. Kempf. The following board members vote in the affirmative: Mr. Conwell, Mr. Oehrle, Mr. Yakulis, Mr. Kempf, Mr. Wyatt, Ms. Woodward, Ms. Wells, and Ms. Guidi. The motion passes unanimously.

Dr. Hayes concludes his presentation.

IV. Board Committee Reports

a. Parent Liaison Report: *Elaine Wells*

Ms. Wells begins with an update on Boys' Latin's efforts to make the school environment more inviting for fathers by planning a Family Feud-style competition for students and fathers or father figures which will take place on February 21. Ms. Wells explains that meals will be provided and the event will be socially distant with masks required. The event will focus on bonding and getting to know some of the high school dads. Ms. Wells describes how Boys' Latin wants to make dads aware of the fact that the school is open and welcoming to fathers.

Turning to covid-19 vaccines, the EFN leadership team is planning to air PSAs featuring parents and students who have been vaccinated. Short videos will be created with the goal to encourage other students and family members to vaccinate. These parents and students will talk about why they felt it was important to get vaccinated, and the benefits, to encourage students and families to get the vaccine. Ms. Wells adds that Philadelphia SEAL has offered to edit and polish the videos to make them more professional looking at no cost. Youth-friendly flyers and information sheets will also be created and distributed which are more appealing to teens and young people.

Ms. Wells concludes her presentation.

b. Finance: *Kerry Woodward and Mike Whisman*

Mr. Whisman describes how the finance committee has an opportunity to meet before each board meeting to go over financial statements in detail. Turning to the summary report, Mr. Whisman explains that through six months the cash balance is down due to capital projects and federal stimulus program money which has yet to come in. Current liabilities through same time period are down with the largest decrease being summer pay for teachers, where they are paid in July and August then accrue balances throughout the school year. Mr. Whisman notes that Boys' Latin is eight students under budget, which compared to other charters in Philadelphia is not too bad. The school will work with the School District to make sure it is paid for the right amount of students. Boys' Latin is currently under in terms of personnel costs due to health care. In terms of year-to-date information, Boys' Latin is showing a deficit of \$1 million which is a positive variance. There is a budgeted surplus when reserves are factored in so these numbers will get better over the next six months. The school shows 60 days of cash on hand which the School District is looking for. Boys' Latin also has covenants with Meridian Bank and TD Bank, and are in good shape with projected surpluses to meet those covenants. Ms. Whisman describes how budget season is approaching for charter schools, so the finance committee has started a conversation around inflationary news and other items to keep an eye on over the next few months as a budget is drafted for the next school year.

Ms. Smith adds that in terms of the timeline, the staff seeks to get a draft budget to the finance committee for their deep review in March. Then that amended draft will be presented to the board in April. The budget will be further revised and brought back to the finance committee for another thorough round of review in May with final review for board approval in June.

Ms. Woodward thanks Mr. Whisman and Ms. Smith for their finance summaries.

There is a motion to adopt the 2/2/2022 Hires, Terminations, and Resignations as presented in the 2/2/2022 personnel report and reviewed in executive session, which is moved by Mr. Conwell and seconded by Mr. Kempf. The following board members vote in the affirmative: Mr. Wyatt, Mr. Kempf, Mr. Conwell, Ms. Woodward, Mr. Yakulis, Mr. Oehrle, and Ms. Wells. The motion passes unanimously.

There is a motion to adopt the 2/2/2022 Contracts¹ as discussed in executive session and previously circulated to the board, which is moved by Ms. Woodward and seconded by Mr. Kempf. The following board members vote in the affirmative: Ms. Wells, Mr. Oehrle, Mr. Wyatt, Mr. Kempf, Ms. Woodward, Mr. Conwell, and Mr. Yakulis. The motion passes unanimously.

¹ All About Events, LLC Event Agreement; BSD Education Online Subscription Agreement; Built to Last Solutions, LLC Executive Coaching Services Contract; D&N Snackz LLC Vending Placement Agreement; Merion Golf Club Banquet Event Contract and Polices; PowerSchool SIS Optimization Services Agreement; Quill Premium Subscription Agreement; Raymond Fields Independent Contractor Agreement; and S. Hall HR Consulting, LLC Consulting Agreement

Ms. Smith notes that Mr. South voted in the affirmative for the Waiver and Expulsion and updated Health and Safety Plan via text message.

Ms. Woodward and Mr. Whisman conclude their presentation.

c. Development: *Colleen Smith*

Ms. Smith begins with the development summary and report, as to date Boys' Latin has raised just under \$1 million in cash and commitments. Ms. Smith notes that the budgeted development goal is \$1.3 million which the school is very close to meeting. Ms. Smith is eager to share that Boys' Latin's annual appeal raised \$130,000 which is 1.5 times the usual amount raised. Ms. Smith thanks Mr. Jackson who led the charge with a successful campaign. The next major development activity is the annual fundraiser which is planned for April 28 from 6-9 p.m. at the Merion Golf Club. Save the dates were sent out earlier this month and the sponsorship mailing went out on Monday. Ms. Smith advises that anyone who wishes to sponsor should make that contribution by the end of February. Ms. Smith thanks the board in advance for their support and engagement during the event planning process.

Ms. Smith adds how upon receipt of a donation Mr. Tyler prepares an acknowledgement letter from the school which is sent out within one week of receiving the gift.

There is a discussion on targeted approaches with donors and building a strong donor base.

Ms. Smith concludes his presentation.

d. Facilities: *Joe Conwell and Wes Wyatt*

Mr. Wyatt explains how the facilities committee continues to meet on regular basis to discuss the master plan, how to best utilize both campuses, and any long-term needs, wants, desires for Boys' Latin.

Mr. Wyatt and Mr. Conwell conclude their presentation.

e. Governance: *Albert Oehrle*

Mr. Oehrle has no report.

f. Education: *Steve Kempf*

Mr. Kempf begins by explaining how the education committee met last week to go over in great detail the statistics discussed earlier during Dr. Hayes' presentation

regarding college prep, SAT tests, applications, and other metrics that are critically important to Boys' Latin's performance and mission.

Mr. Kempf concludes his presentation.

Mr. Wyatt thanks the board members for their engagement, as this has been a challenging period. Mr. Wyatt hopes that things will slowly return back to normal.

The meeting adjourns at 4:56 p.m.

Respectfully submitted,

Patrick South, Secretary