



**Meeting of the Board of Directors  
Wednesday, February 1, 2023 at 4:00 p.m.  
339 N. 63<sup>rd</sup> Street, Philadelphia, PA 19139**

*The meeting was called to order at 4:34 p.m.*

Board Members in Attendance: Charles Barrett Adams, Kevin Johnson, Nancy Robinson-Garvin, Floyd Simpson, Patrick South, Kerry Woodward, Wes Wyatt, Paul Yakulis

Board Members Excused: Michael Bowman, Isaac Ewell, Albert Oehrle, Amir Tucker, Elaine Wells

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

Guests in Attendance: Jenna Smalley (Kleinbard LLC)

I. Executive Session

An executive session was held to discuss (1) personnel matters and (2) agency of business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law.

II. Call to Order: Wes Wyatt

Mr. Wyatt calls the meeting to order.

There is a motion to adopt the December 7, 2022 Boys' Latin board of directors meeting minutes, which is moved by Mr. Simpson and seconded by Mr. Yakulis. The motion passes unanimously.

Mr. Wyatt notes that Ms. Wells could not attend today's meeting but has submitted her votes in advance. Ms. Wells has voted in the affirmative for all motions presented.

III. Interim CEO Report: Dr. William Hayes

Dr. Hayes begins with an update on Boys' Latin's School Progress Data Report, and turns to attendance. Dr. Hayes describes how 28 percent of Boys' Latin students reach 95 percent "regular" attendance throughout the year, while 41 percent of

students fall into the “chronic absenteeism” category where they attend fewer than 90 percent of school days.

Dr. Hayes then walks the board through the Failure Report, which details the number of students who have a failing grade in a course which is below 60 percent. Dr. Hayes states that 99 unique Boys’ Latin students failed one or more courses for the semester. Seniors who failed a course required for graduation have been re-rostered to that course for second semester. One benefit of block scheduling is that if a student fails a course he can take it again later in the year to avoid summer school.

There is a discussion on the Failure Report and courses being tied to the Keystone exams. Dr. Hayes notes that Latin 4 and Biology had high failure rates which was a surprise as Biology is a Keystone-aligned course albeit more difficult and content-driven. Dr. Hayes adds that Boys’ Latin has Saturday School twice per month which is voluntary, and office hours are offered on Wednesdays for extra support.

Turning to Boys’ Latin’s suspension data, Dr. Hayes states that the school is at a 13 percent suspension rate as of December 31, 2022 compared to 14 percent from last year at that time. A suspension at Boys’ Latin averages to be two days long. The grades with the highest suspension rates were 11<sup>th</sup> grade at 21 percent, 10<sup>th</sup> grade at 15 percent, and 7<sup>th</sup> grade at 14 percent. The general education student suspension rate is 11 percent while the special education student suspension rate is 17 percent. Physical aggression accounts for 36 percent of all suspensions while the next leading cause is inappropriate behavior towards employees which is at seven percent.

There is a discussion on administering suspensions. Dr. Hayes explains that the principal or dean of the school is in charge of administering and determining the length of the suspension. Dr. Hayes notes that there are compliance issues and legal limitations on the length of time a special education student can be suspended for, which cannot exceed 10 days in a school year.

Mr. Wyatt asks if there is a way for Boys’ Latin to track students post-suspension for clarity as to whether these suspensions are working. Dr. Hayes explains that the majority of students who are suspended are not repeat offenders which would suggest a decrease in the behavior. Dr. Hayes notes a correlation between where physical aggression occurs and the time as day it occurs, as certain classrooms have higher rates of aggressive behavior namely at dismissal and lunch-time.

Continuing, Dr. Hayes describes Boys’ Latin’s senior college data. Currently the school has 95 seniors, and of those 56 percent have applied to college, 31 percent have been accepted to at least one college, and 55 percent have taken the SAT. The average SAT English score is 403 while the average Math score is 404. Dr. Hayes notes that March is a big deadline month for college applications, and currently the class of 2023 is behind in terms of those who have applied to at least one college. The remaining seniors are primarily those are more suited for community college. Dr. Hayes provides context that the pandemic hit for these seniors during their freshman

year, therefore their sophomore year was completely virtual and junior year partially virtual. Boys' Latin will offer the SAT in April during school hours to draw more participants as current scores are historically lower than in previous years.

Dr. Hayes then addresses National Clearinghouse Data which tracks Boys' Latin's college enrollment and matriculation statistics. Dr. Hayes notes a trend that persists where there is a high number of Boys' Latin students entering four-year colleges but their persistence declines each year. The class of 2015 had 11 percent of college attendees graduating in four years while the class of 2016 had 14 percent graduating in four years. The class of 2017 had 7.4 percent of college attendees graduating in four years while the class of 2018 had 11.5 percent graduating in four years.

Dr. Hayes describes how Boys' Latin is re-imagining a path towards its mission to prepare students for college and beyond. In January, Boys' Latin piloted the dual enrollment program and internship program. Currently 21 juniors and seniors are taking courses at the Community College of Philadelphia ("CCP") to earn college credit towards. Additionally, all juniors will have an opportunity to participate in a nine-week internship experience. Boys' Latin hopes to see more students accruing college credits while decreasing costs, as these students could potentially graduate with an associate's degree before leaving Boys' Latin. The dual enrollment program allows students to earn their associate's degree at CCP with the option to then enroll with junior standing at one of the partner four-year colleges, such as Arcadia, Cabrini, Drexel, Peirce, Rutgers, Saint Joe's, and Temple.

There is a discussion on the dual enrollment program. Dr. Hayes explains that this year Boys' Latin opened the program to all seniors who wanted to participate and juniors with a 3.0 GPA and above.

Ms. Smith then updates the board on the revised Student Health Services Policy. The Pennsylvania Public School Code allows schools to opt out of a Tuberculosis testing requirement following a routine request process. The Department of Health and the Department of Education recommended eliminating this requirement as occurrences of Tuberculosis are so low that school-sponsored testing is not necessary. Ms. Smith clarifies the state requirements regarding cardiac arrest training, which is for athletic coaches.

There is a motion to adopt the Updated Student Health Services Policy, which was previously circulated to the board, which is moved by Mr. Yakulis and seconded by Mr. Simpson. The following board members vote in the affirmative: Ms. Robinson-Garvin, Mr. Wyatt, Mr. South, Mr. Adams, Mr. Simpson, Ms. Woodward, Mr. Johnson, and Mr. Yakulis. Ms. Wells voted in the affirmative prior to the meeting. The motion passes unanimously.

Ms. Smith then describes updated guidance for schools from the Philadelphia Department of Public Health pertaining to Boy's Latin's Health and Safety Plan. Covid-19 screening has been eliminated due to the cancellation of Operation

Expanded Testing at the end of 2022 which mandated covid-19 testing in schools across the country. Boys' Latin students and employees will still be able to receive at-home test kits from school's the health suite. Ms. Smith assures the board that if a student has symptoms he will be sent home with a test kit as a precautionary measure, which has been a successful approach for Boys' Latin thus far.

There is a motion to adopt the Updated Health and Safety Plan, which was previously circulated to the board, which is moved by Mr. Simpson and seconded by Mr. Yakulis. The following board members vote in the affirmative: Mr. Wyatt, Mr. Adams, Ms. Robinson-Garvin, Mr. South, Mr. Simpson, Ms. Woodward, Mr. Johnson, and Mr. Yakulis. Ms. Wells voted in the affirmative prior to the meeting. The motion passes unanimously.

Dr. Hayes then introduces a resolution allowing the early graduation of student QJW. Dr. Hayes explains that Boys' Latin's attorneys advised on what a student needs to graduate early pursuant to state guidelines and regulations.

There is a motion to adopt the Resolution Allowing for the Early Graduation of QJW pending submission of all required documents to the CEO, which was previously circulated to the board and discussed in executive session, which is moved by Mr. Yakulis and seconded by Mr. Johnson. The following board members vote in the affirmative: Ms. Robinson-Garvin, Mr. Wyatt, Mr. Adams, Mr. South, Ms. Woodward, Mr. Johnson, and Mr. Yakulis. Ms. Wells voted in the affirmative prior to the meeting. Mr. Simpson abstains. The motion passes unanimously.

Dr. Hayes concludes his presentation.

#### IV. Board Committee Reports

##### a. Parent Liaison Report: *Colleen Smith on behalf of Elaine Wells*

Ms. Wells submitted her report prior to the meeting which is read by Ms. Smith. Boys' Latin's Extended Family Network ("EFN") at the middle school is focusing on being intentionally more open and inviting to fathers and father-figures of students. Students held a Donuts with Dad event which was a success and provided a lasting impacting on the school's campus. The high school hosted a night of jazz for parents which featured a catered dinner, live music, and a DJ with no students allowed. The EFN at the high school will soon host a parent workshop this month to help educate on student habits and the middle and high schools will collaborate to host a mother/son dance with a save the date going out soon. There will also be a panel hosted for black history month with a date yet to be determined. Ms. Wells will also participate in an upcoming meeting with Philadelphia City Council and other students from Boys' Latin and other charters to speak to the funding of black-lead charter schools.

Ms. Smith concludes Ms. Wells' presentation.

b. Finance: *Kerry Woodward*

Ms. Woodward begins by stating that the finance committee met recently to go over the financial statements in great detail. The main flags raised pertained to revenues coming in and a much greater than projected need for funds related to special education students. Ms. Woodward explains that Boys' Latin has a greater number of students with special education needs than budgeted for. The school discussed strategy with staff for properly serving its special education students and retain support for special education teachers and teams.

There is a motion to adopt the 2/1/2023 Hires, Terminations, and Resignations as presented in the 2/1/2023 personnel report, which was previously circulated to the board and discussed in executive session, which is moved by Ms. Woodward and seconded by Mr. Adams. The following board members vote in the affirmative: Mr. Adams, Mr. Wyatt, Mr. South, Ms. Robinson-Garvin, Mr. Simpson, Ms. Woodward, Mr. Johnson, and Mr. Yakulis. Ms. Wells voted in the affirmative prior to the meeting. The motion passes unanimously.

There is a motion to approve the ratification of the Specialized Education of Pennsylvania, Inc. Tuition Agreement which the board unanimously approved via email on December 16, 2022, which is moved by Ms. Woodward and seconded by Mr. Simpson. The following board members vote in the affirmative: Ms. Woodward, Ms. Robinson-Garvin, Mr. South, Mr. Adams, Mr. Wyatt, Mr. Simpson, Mr. Johnson, and Mr. Yakulis. Ms. Wells voted in the affirmative prior to the meeting. The motion passes unanimously.

There is a motion to approve adoption of Contracts<sup>1</sup> which have been entered into by the CEO of Boys' Latin in alignment with board policy, which were previously circulated to the board, which is moved by Ms. Woodward and seconded by Mr. Adams. The following board members vote in the affirmative: Ms. Woodward, Mr. Wyatt, Mr. South, Mr. Adams, Ms. Robinson-Garvin, Mr. Simpson, Mr. Johnson, and Mr. Yakulis. Ms. Wells voted in the affirmative prior to the meeting. The motion passes unanimously.

There is a motion to approve adoption of Contracts<sup>2</sup> valued at under \$15,000 which have been entered into by the CEO of Boys' Latin in alignment with board policy, which were previously circulated to the board, which is moved by Ms. Woodward

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<sup>1</sup> CHOP Non-Clinical Training Affiliation Agreement; Hamilton Family Charitable Trust Transformation Fund Grant Agreement; and Merion Golf Club Banquet Event Contract and Policies.

<sup>2</sup> Agile Mind Educational Holdings, Inc. Agile Assessment License Agreement; Central Susquehanna Intermediate Unit/Center for Schools and Communities Letter of Agreement; Independent Contractor Agreement for Reneth Servien; ProCare Therapy Client Services Agreement Addendum for Paraprofessional Devionne Jessup; ProCare Therapy Client Services Agreement Addendum for Paraprofessional Juanita Robinson; and Student Transportation Agreement.

and seconded by Ms. Robinson-Garvin. The following board members vote in the affirmative: Ms. Woodward, Ms. Robinson-Garvin, Mr. South, Mr. Adams, Mr. Wyatt, Mr. Simpson, Mr. Johnson, and Mr. Yakulis. Ms. Wells voted in the affirmative prior to the meeting. The motion passes unanimously.

Ms. Smith describes how both the state and federal governments issue updated thresholds for procurement of goods and services that are being funded by state and federal dollars. Schools like Boys' Latin need to update their procurement policies to reflect these new thresholds as the federal government recently released new guidance on documentation required for federally funded employees which has been incorporated into Boys' Latin's updated policies and procedures.

There is a motion to adopt the Updated Finance Policies and Procedures, which were previously circulated to the board, which is moved by Mr. Wyatt and seconded by Mr. Simpson. The following board members vote in the affirmative: Ms. Robinson-Garvin, Mr. Wyatt, Mr. Adams, Mr. South, Mr. Simpson, Mr. Johnson, and Mr. Yakulis. Ms. Wells voted in the affirmative prior to the meeting. Ms. Woodward abstains. The motion passes unanimously.

Ms. Woodward then describes how current interest rates are high relative to historic norms, therefore Boys' Latin is trying to optimize a return on its investment in cash returns. The finance committee seeks to open an account that is safe, FDIC insured, and will yield a stronger return of three to 3.5 percent. Ms. Woodward will bring a motion to authorize the school to open the account, not to transfer any funds.

Ms. Smith clarifies that board approval is not needed to transfer funds into this account, as Mr. Whisman and authorized signers will work on behalf of Boys' Latin once the account is opened. Mr. Simpson adds that money deposited into this account is still liquid and accessible but will return a higher yield. There will be no penalties to withdraw this money at any time.

There is a motion to adopt the Resolution regarding an Investment Account, which was previously circulated to the board, which is moved by Ms. Woodward and seconded by Ms. Robinson-Garvin. The following board members vote in the affirmative: Ms. Robinson-Garvin, Mr. Wyatt, Mr. Adams, Mr. South, Mr. Simpson, Ms. Woodward, Mr. Johnson, and Mr. Yakulis. Ms. Wells voted in the affirmative prior to the meeting. The motion passes unanimously.

Ms. Woodward concludes her presentation.

c. Development: *Patrick South and Tyler Jackson*

Mr. South begins with an update on year-to-date fundraising, as Boys' Latin is tracking well towards its fundraising goal for this fiscal year. The main drivers have been EITC, individual giving, and foundation giving. The development committee feels good with how the school is tracking towards year end fiscal goals. Mr. South

announces that the annual event is coming up on April 20, 2023 at the Merion Golf Club. Ms. Smith and Mr. Jackson have been working tirelessly to get sponsorship letters out. Mr. South notes that a successful event is important for hitting the school's year-end development goals. The committee will send an appeal out to the board in an effort to gain more potential sponsors as having a well-attended event is important. Mr. South explains that the majority of funds raised from the event come through sponsorships. A few initial sponsorships have come in, and the next six weeks are very important towards gaining more.

Mr. South then describes how the committee has had a series of productive calls with various individuals regarding a capital campaign, namely those who have run a capital campaign before and a consultant. The committee is currently in the process of drafting a plan for Boys' Latin capital campaign while continuing to plan the annual event. The committee feels confident in its ability to put together a draft plan and schedule which will include any resources needed. Mr. South is looking forward to sharing that draft plan and schedule with the board at a future meeting.

Mr. Jackson then takes the board through the specifics of the development report, where as of January 24, 2023 Boys' Latin has raised about 71 percent of its \$1.25 million fundraising goal. Mr. Jackson notes that the school's annual fundraising goal may be reached before the event, which will take place from 6:00 to 9:00 p.m. at the Merion Golf Club. Mr. Jackson explains that this event is a way to highlight the strategic investment the school is making in its mission and show donors how the school is pushing towards its goals. This year will feature a cocktail hour at the beginning where Ms. Smith and Mr. Jackson along with the board can mingle with donor with the goal to garner as much support as possible. Mr. Jackson asks each board member to provide the names and addresses of 10 potential event donors by February 15 as well as secure five sponsorships by February 24.

Ms. Smith emphasizes that Boys' Latin raises most of its money from the annual event through sponsorships, and there are five levels of sponsorships with \$25,000 being the highest tier. Ms. Smith commends Mr. Jackson for launching an online giving platform for Boys' Latin, which has great ease of access utilizing a QR code. So far all sponsorships received have come through this website which the committee believes will be a helpful asset to make donating easier than ever. Invitations mailed out to potential sponsors will contain this link.

There is a discussion on the importance of attendance at the annual event.

Mr. South thanks Ms. Smith and Mr. Jackson for their planning efforts. This year the committee is on-schedule in terms of preparing for the annual event.

Mr. South and Mr. Jackson conclude their presentation.

d. Facilities: *Wes Wyatt and Dr. Hayes*

Dr. Hayes provides an update on where Boys' Latin is in terms of zoning approvals. The school had a community meeting with Councilman Jones prior to submitting an ordinance to change the zoning at the middle school campus. Today there was a meeting with a commission to visit Councilman Jones' office, and once approved the plans for a re-zoned area will go to a hearing committee. Once the hearing committee approves those plans, Councilman Jones has articulated that he supports Boys' Latin's zoning request fully and he believes this request will be approved routinely. The mayor then has two weeks to sign once the hearing committee approves the request. Dr. Hayes describes the best-case scenario would be a successful hearing committee meeting outcome in mid-March, then by April the school can clear construction to begin in May. Boys' Latin has spoken to the construction company regarding the feasibility of when construction can begin who advised that these projects can run concurrently. Dr. Hayes notes that depending on the approval process Boys' Latin will break ground almost a year to the date when planning began.

Mr. Wyatt adds that there were no community or zoning issues with plans to renovate the gymnasium, and clarifies that all lots at the middle school were grouped into the same request for re-zoning to the city.

Mr. Wyatt and Dr. Hayes conclude their presentation.

e. Governance: Paul Yakulis

Mr. Yakulis describes the governance committee's efforts to review the charter for each board committee, update it, then eventually present those updates to the board. These drafts have been shared to other committees in an effort to get all committee charters in place for what each committee is charged to do. At the end of the year, an assessment will be performed of each committee's performance to see how the board can improve and inform guidance. Mr. Yakulis hopes to have an update the next time the board meets.

There is a motion to adopt the Resolution regarding Hiring Authority for the CEO, which was previously circulated to the board and discussed in executive session, which is moved by Mr. Wyatt and seconded by Mr. Yakulis. The following board members vote in the affirmative: Mr. Wyatt, Mr. South, Mr. Adams, Mr. Simpson, Ms. Woodward, Mr. Robinson-Garvin, Mr. Johnson, and Mr. Yakulis. Ms. Wells voted in the affirmative prior to the meeting. The motion passes unanimously.

Mr. Yakulis concludes his presentation.

f. School Programming & Education Performance: Dr. Hayes and Mr. Wyatt

Mr. Wyatt asks Dr. Hayes if the board would be able to receive monthly goals progress reports for both the high school and middle school to track progress.

Mr. Wyatt thanks everyone for their time and commitment, as a lot was accomplished tonight.



*The meeting adjourns at 5:55 p.m.*

Respectfully submitted,

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Patrick South, Secretary