



**Meeting of the Board of Directors
Wednesday, October 4, 2023 at 4:00 p.m.
339 N. 63rd Street, Philadelphia, PA 19139**

The meeting was called to order at 4:31 p.m.

Board Members in Attendance: Charles Barrett Adams, Kevin Johnson, Floyd Simpson, Patrick South, Elaine Wells, Wes Wyatt, Paul Yakulis

Board Members Excused: Michael Bowman, Isaac Ewell, Albert Oehrle, Nancy Robinson-Garvin, Amir Tucker

Staff in Attendance: CJ Celeiro, Dr. William Hayes, Tyler Jackson, Colleen Smith, Vanessa Wimberly

Guests in Attendance: Jenna Smalley (Kleinbard)

I. Executive Session

An executive session was held for the purpose of discussing personnel matters.

II. Call to Order: *Wes Wyatt*

Mr. Wyatt calls the meeting to order and announces that board biographies have been uploaded to the Boys' Latin website. Mr. Wyatt asks the board to review those biographies for accuracy and advise Ms. Smith of any edits.

There is a motion to adopt the August 2, 2023 Boys' Latin board of directors meeting minutes, which is moved by Mr. Yakulis and seconded by Ms. Wells. The motion passes unanimously.

III. Interim CEO Report: *Dr. William Hayes*

Dr. Hayes appreciates the hard work happening between board meetings, and begins with shoutouts to board members. Dr. Hayes thanks Mr. Johnson for a lengthy fundraising discussion, and appreciates his time and input on strategies. Dr. Hayes commends Ms. Wells for her efforts in supporting EITC efforts through her community networks. Dr. Hayes also thanks Mr. Yakulis for hosting a meeting with one of his former colleagues to support the school's development efforts. Dr. Hayes

then thanks Mr. Adams for networking opportunities with other leaders and funders in Philadelphia and for hosting him as guest lecturer for future educators at Penn.

Dr. Hayes then provides an enrollment update as of today. Currently the middle school has 297 students enrolled, with 98 of those students in special education programs (33 percent). The high school has 479 students enrolled with 144 of those students in special education programs (31 percent). Dr. Hayes notes that Boys' Latin's total number of special education students is about 15 percentage points higher than the School District of Philadelphia average.

There is a discussion on Boys' Latin's special education program, and how students are placed in these programs. Dr. Hayes explains that families who have had experience with the school's program tell other families about it. Boys' Latin has seen a strong trend as the number of special education students has gone up 1-2 percentage points every year for past 6-7 years. Boys' Latin identifies students for IEPs, and are budgeted for it. Dr. Hayes notes that the school does still have special education staffing gaps. The goal is to accelerate growth to proficiency.

Dr. Hayes turns to staffing, where 100 percent of roles in the central office are filled. There are vacancies at the high school for teachers in Latin, history, science, and special education. A special education case manager is also needed. At the middle school there are vacancies in the science department. 90 percent of general education teachers and 86 percent of special education teachers have been filled. Dr. Hayes explains that for special education Boys' Latin has teachers who do direct services and case managers who perform documentation and progress monitoring for students.

Dr. Hayes addresses some academic team updates. Bullseye for Schools has been implemented, which is an online platform for employee development and evaluation. Boy' Latin adopted and implemented a common network curriculum for English (Fishtank Learning) and Math (Agile Mile), teacher and leader coaching and support for 17 of 46 teachers, a professional development calendar, and internal benchmark and state assessments. Boys' Latin will use Baseline MAP Testing, Q1 Benchmark Creation, and an online internal assessment (Edulastic). Dr. Hayes adds that 14 students in 8th grade are taking Algebra 1, and are working with Course Mojo which provides live instruction.

Dr. Hayes turns to college and career updates. School-based SAT testing will take place on Wednesday, October 11 at Boys' Latin. Seniors will take the SAT for the second time, with students registered for a Saturday SAT as well. Dr. Hayes explains that the college persistence rate is a percentage rate of students who went to college immediately after high school and returned for a sophomore year. Boys' Latin's college persistence data improves from 59 to 80 percent since 2020, which is a strong number. Dr. Hayes notes that the sophomore to junior college year is where persistence rate begins to fall. Dr. Hayes explains that often financial issues arise for junior and senior college students.

There is a discussion on college persistence rates.

Turning to facilities, Dr. Hayes states that Boys' Latin is in the process of gutting and installing electric, sprinkler, and HVAC systems to the middle school STEAM building. Pending permits excavation for the middle school gym should begin this month. The school anticipates that the STEAM building will be finished by the start of May 2024 and the gym will finish in August 2024 before start of the next school year.

Ms. Smith then walks the board through the revised calendar, which only impacts 12th graders. Boys' Latin is moving the graduation date, senior trip, rescheduling graduation practices, the senior luncheon, prom, and having the day after prom be a non-school day for seniors. This revised calendar will increase instructional hours by four hours for seniors. Dr. Hayes adds that senior graduation will be back at Penn this year.

Ms. Smith then describes the Updated Health and Safety Plan. The ARP requires schools to review this plan every six months and post it on their website. Boys' Latin last reviewed and approved this plan at the June 2023 meeting. Since then the Philadelphia Department of Public Health has released updated guidance for covid. Both students and employees who have tested positive will isolate at home for five days and then return to school with masking for another five days. Previously one had to isolate for the full 10 days outside of school. Boy's Latin submits this calendar for approval to stay in alignment with Philadelphia policy.

Ms. Smith addresses the Annual Lead Testing Report. Boys' Latin is required to provide an update at a public meeting on an annual basis. Act 39 of 2018 protect students from exposure to lead, and requires that schools test for lead levels annually at any facilities where children attend school. Boys' Latin contracted Eurofins to test for lead levels, and these tests were negative for lead levels above 15 ppb. These results have been posted on the school's website. As there's no exposure to elevated to lead levels, the school's drinking water was deemed safe. The school has elected to report these findings at a board meeting rather than test annually. Ms. Smith adds that the school currently has water coolers and water bottle filling stations and will continue to provide both.

There is a motion to adopt the Revised 2023-2024 Calendar, which was previously circulated to the board, which is moved by Mr. Yakulis and seconded by Ms. Wells. The following board members vote in the affirmative: Mr. Wyatt, Mr. Yakulis, Ms. Wells, Mr. Adams, Mr. Simpson, Mr. South, and Mr. Johnson. The motion passes unanimously.

There is a motion to adopt the Updated Health and Safety Plan, which was previously circulated to the board, which is moved by Mr. Wyatt and seconded by Mr. Yakulis. The following board members vote in the affirmative: Mr. Wyatt, Mr. Yakulis, Ms.

Wells, Mr. Simpson, Mr. South, Mr. Johnson, and Mr. Adams. The motion passes unanimously.

Dr. Hayes concludes his presentation.

IV. Board Committee Reports

a. Parent Liaison Report: Elaine Wells

Ms. Wells begins by asking the board to brainstorm some ideas about sessions the school can hold with parents about the role of the board. Ms. Wells describes how the board is an enigma to many parents, and they are interested in the board members' levels of investment. Ms. Wells offers the idea to have a parent town hall to introduce the board to parents so they can find out what the board is about, what their relationship is to administration, and the decisions voted on. Ms. Wells is on multiple boards and commends the Boys' Latin board for being one of the best.

There is a discussion on how the board can engage parents. Mr. Wyatt want parents to learn what the board does, and suggests a parent survey or board report to parents on top of a town hall meeting. Mr. Wyatt believes it's important for parents to know how the board affects daily life for students, and notes that parents are always welcome to come to board meetings as they are public.

Dr. Hayes adds that it's empowering for parents to know that some board members live close to the middle school. The more parents know about the board the better they can build a connection. Biographies are on the website but why people want to be board members is not up there. Dr. Hayes suggests a more casual event for parents to get to know the board, such as a dinner.

Mr. Adams suggests taking parents on a tour of facilities to show what the school will look like once renovations are complete. Mr. Adams notes the importance of a visual sign of investment, such as wearing a v-neck or hoodie that says Boys' Latin on it for board members to wear out and about. Mr. Adams sees students often as he lives in the neighborhood, and believes a student could make a connection by seeing an adult with their school logo.

Ms. Wells suggests that the board could be more involved in Boys' Latin school life, beyond the board room, such as attending plays, art events, choir performances, or sports games. It means a lot for parents to see board members show up.

There is a discussion on how to inform board members on upcoming events. Mr. Smith describes how the principals prepare a weekly ledger that goes out to families, and board member could be added to that list to see what families see.

Ms. Wells and Mr. Jackson will take these ideas and fashion them into town hall meeting that will aim to take place before Thanksgiving break. Mr. Wyatt adds that if board members look familiar, that will help foster connections at subsequent events.

Ms. Wells concludes her presentation.

b. Finance: *Floyd Simpson and Colleen Smith*

Ms. Smith begins with the July and August 2023 financial statements. The finance committee met yesterday and reviewed both in detail. There is an executive summary prepared for board members, with nothing remarkable to note. Ms. Smith states that the school is in a strong financial position, and expenditures were higher in preparation for upcoming school year. In terms of revenues, the school paid out on average daily members. In October that switched over to enrollment for this year.

Ms. Smith states that the personnel report was circulated to the board prior to today's meeting and was reviewed and discussed in executive session.

There is a motion to approve the 10/4/2023 Hires, Terminations, and Resignations as presented in the 10/4/2023 personnel report, 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. Yakulis, Ms. Wells, Mr. Adams, Mr. Simpson, Mr. Johnson, and Mr. South. The motion passes unanimously.

Ms. Smith explains that contracts are split into three approvals based on type of contract. The first batch is submitted to the board for approval. The second batch is that contracts have already been entered into by Dr. Hayes and valued at under \$15,000. The final batch of contracts were emergency approved via email and need to be ratified today.

There is a motion to approve the 10/4/2023 Contracts,¹ which were previously circulated to the board, which is moved by Mr. Wyatt and seconded by Mr. Yakulis. The following board members vote in the affirmative: Mr. Wyatt, Mr. Yakulis, Ms. Wells, Mr. Adams, Mr. Johnson, Mr. Simpson, and Mr. South. The motion passes unanimously.

There is a motion to approve ratification of the adopted 10/4s/2023 Contracts² valued at under \$15,000 which have been entered into by the CEO of Boys' Latin in

¹ Green Tree School & Services SY2024 Tuition Agreement for JM; Green Tree School & Services SY2024 Tuition Agreement for ZO; ProCare Therapy Addendum for Charles Trabi from August 28, 2023, to June 5, 2024; ProCare Therapy Addendum for Latasha Carney from August 28, 2023, to June 5, 2024; and Specialized Education of Pennsylvania, Inc. SY2024 Guaranteed Slot Agreement.

² Andre Cook Independent Contractor Agreement; EVAH Party Rental Event Contract; EVAH Party Rental Independent Contractor Agreement; Fidelity SPED Consultation Services Independent Contractor Agreement; HomeTown Digital Ticketing and Event Management Software Services Agreement; Hudl Athletic Department

alignment with board policy, which were previously circulated to the board, which is moved by Mr. Wyatt and seconded by Mr. Yakulis. The following board members vote in the affirmative: Mr. Wyatt, Mr. Yakulis, Ms. Wells, Mr. Adams, Mr. Simpson, Mr. Johnson, and Mr. South. The motion passes unanimously.

There is a motion to approve ratification of the previously emergency board-adopted Contracts³ via email, which were previously circulated, which is moved by Mr. Wyatt and seconded by Mr. Yakulis. The following board members vote in the affirmative: Mr. Wyatt, Mr. Yakulis, Ms. Wells, Mr. Adams, Mr. Simpson, Mr. Johnson, and Mr. South. The motion passes unanimously.

Ms. Smith describes how Boys' Latin is attempting to promote sixth grade enrollment at the school. Most schools are K-8 or 9-12 so sixth grade is a complicated family year which has caused enrollment challenges. This year Boys' Latin implemented a shuttle bus program for sixth grade students, targeting students coming from areas outside of West Philly. 70 percent of students come from zip codes the two schools exist in. This shuttle bus program has four stops throughout North Philly based on zip code areas. Currently 12 Boys' Latin sixth grade students are riding this bus and families are excited about it. If successful, the school can expand it to serve more students in the coming years. The school is using Chism's & Smith Way LLC for these services, who also support transportation for athletics and field trips. The school has been clear about expectations for student riding the bus and to be a good Boys' Latin ambassador. The school has also heard good feedback from parents on the bus driver. Ms. Smith shadowed the bus for quality control. The route starts in Germantown then travels to North Philly then to the middle school. Boys' Latin believes this bus service will support enrollment and families, and will aim to expand this program beyond sixth graders in the future.

Dr. Hayes adds that recruiters have gone to North Philadelphia to recruit fifth graders to attend Boys' Latin in sixth grade. Dr. Hayes notes that 80 percent of K-5 schools are in North Philadelphia, and the bus program could have positive implications for student transferring in from higher grades.

Ms. Smith concludes her presentation.

c. Development: *Patrick South and CJ Celeiro*

Mr. South begins with year-to-date numbers, as Boy' Latin is in fundraising good shape. The school has raised ~\$365,000 in cash and commitments, with a good chunk coming from annual tech donations. Boys' Latin is on a good pace right now for meeting its targeted development goal. The school sent out a mailing to about 60 companies in the area that have already been approved to participate in EITC efforts.

Package Agreement; Project "GO" SY2024 School Attendance Support Program Memorandum of Understanding; Satoia Wright Independent Contractor Agreement; and I Love U Guys Foundation Standard Response Protocol Memorandum of Understanding.

³ Chism's & Smith Way LLC Independent Contractor Agreement; and Nyman Associates Services Agreement.

The committee has been in talks with Ms. Smith for ways for individuals to participate in the EITC program. A one-page letter will be sent out later this calendar year during annual appeal. Mr. South reiterates that the committee wants to see more board attendance at some of the events on the calendar, and asks the board to invite potential donors to these events. The committee has discussed planning more get-togethers for board members to connect with parents and other key stakeholders.

Ms. Smith then introduces Mr. Celeiro to the board, the high school fine arts department chair and theatre teacher in charge of the fall play.

Mr. Celeiro introduces himself to the board, and thanks them for their time. He is in his fifth year at Boys' Latin and is here tonight to discuss the fall play. The school will produce *Thoughts of a Colored Man* by Keenan Scott II. Mr. Celeiro describes the history surrounding this show, as it made its way to Broadway in 2021. It was one of seven plays that made it back to Broadway after covid, and was written by and directed by a black man, and acted by an all-black cast. That's never happened on Broadway before. Mr. Celeiro taught it last year and the students loved it, so he submitted for royalties and got the approval for the school to produce the play. Once everything was submitted and the scripts came in Mr. Celeiro made contact with the playwright himself. Mr. Scott said that he wrote this play for educational settings and not Broadway, and he wants to come visit Boy' Latin for one of the rehearsal days. Mr. Scott will attend the first performance and offered to host a Q&A session with the students. Mr. Celeiro announces that Boys' Latin is the first high school ever to produce this play.

Mr. Celeiro then discusses different ways to get the community involved, such as posting signs in front of the school, speaking with local newspapers, and bolstering social media surrounding the play. Currently 24 students are involved in the play and there are seven characters. They are one month into production. Mr. Celeiro encourages the board to attend, which will be a great opportunity to talk to the families. The play touches on many topics about the black male experience, which is what all students go through on their day-to-day lives. Students have been sharing their own experiences with Mr. Celeiro, who lets the students mostly direct. Mr. Celeiro submitted a proposal to charge tickets for the show. Tickets will be free for the school community and \$5 for general admission.

The play will take place on November 16, 17, and 18 at the high school. Mr. Celeiro believes the play will foster student engagement in the arts. Dr. Hayes adds that the Black Educators Coalition is that weekend, so it should be a packed house. Mr. Celeiro adds that the students are building their own set for the play.

Mr. Celeiro concludes his presentation.

Returning to development, Mr. South announces that the annual appeal is coming up. Mr. Jackson describes how the school will send out individual invites so the board will know when events are happening and what the details are. The committee is

looking for names from the board for who they can send the annual appeal to by end of October. Also coming up is locking down sponsorship for the annual event. The committee wants to start sending information out in January 2024. Mr. Jackson reminds the board that the new, fresh event will take place at the Philadelphia Library. An event committee will form to assist in planning, and Mr. Jackson asks the board to consider joining.

Ms. Smith adds that at the recommendation of Mr. Adams, the committee has designated which events would require more active participation from board members versus a spectator event. This list has been circulated to the board.

Mr. South concludes his presentation.

d. Governance: *Wes Wyatt*

Mr. Wyatt states that resolutions for both agreements submitted to the board for approval tonight were previously circulated to the board.

There is a motion to adopt the Board Treasurer Assignment, which was previously circulated to the board, which is moved by Mr. Yakulis and seconded by Ms. Wells. The following board members vote in the affirmative: Mr. Wyatt, Mr. Yakulis, Ms. Wells, Mr. Adams, Mr. Simpson, Mr. Johnson, and Mr. South. The motion passes unanimously.

There is a motion to adopt the Board Committee Assignments, which were previously circulated to the board, which is moved by Mr. Yakulis and seconded by Ms. Wells. The following board members vote in the affirmative: Mr. Wyatt, Mr. Yakulis, Ms. Wells, Mr. Adams, Mr. Simpson, Mr. Johnson, and Mr. South. The motion passes unanimously.

Mr. Wyatt concludes his presentation.

e. School Programming & Education Performance: *Charles Adams*

Mr. Adams explains that this committee has not yet met this school year, but Mr. Adams has met with Dr. Hayes to discuss how to engage the Central Academic Team and how this committee can be helpful and supportive.

Ms. Smith notes that most committees meet every other month. The school's bylaws do not have a set number of meetings for committees.

Ms. Smith then introduces Ms. Wimberly, a Boys' Latin high school math teacher and bicycle team coach. Ms. Wimberly announces that the Boys' Latin bicycle team will participate in the Philly Bike Ride on October 14. Students have been provided with high-quality bikes, helmets, bibs, and kits. The team represents the school and

the community well when they ride around the city. Ms. Wimberly states that the Philly Bike Ride starts at the Philadelphia Art Museum and goes for 20 miles.

Mr. Adams concludes his presentation.

Mr. Wyatt thanks everyone for their hard work and hopes to see everyone soon.

The meeting adjourns at 5:50 p.m.

Respectfully submitted,

Patrick South, Secretary