



**Meeting of the Board of Directors  
Wednesday, April 3, 2024, at 4:00 p.m.  
Meeting Held Virtually Via Zoom**

*The meeting was called to order at 4:23 p.m.*

Board Members in Attendance: Charles Barrett Adams, Michael Bowman, Albert Oehrle, Floyd Simpson, Elaine Wells, Wes Wyatt

Board Members Excused: Kevin Johnson, Nancy Robinson-Garvin, Patrick South, Paul Yakulis

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

Guests in Attendance: Jenna Smalley (Kleinbard LLC), Michael Whisman (Charter Choices)

I. Executive Session

An executive session was held for the purpose of discussing personnel matters and agency 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 February 7, 2024, Boys' Latin board of directors meeting minutes, which is moved by Mr. Wyatt and seconded by Mr. Bowman. The motion passes unanimously.

Mr. Wyatt announces that long-standing board member Mr. Ewell has resigned from the board as of March 20<sup>th</sup>, 2024, which is a great loss to Boys' Latin. Mr. Ewell has given a lot to the school over the years and the board wishes him the best as he will be missed. Mr. Wyatt notes that the board is now down to 10 members.

There is a discussion on the amount of board members Boys' Latin has historically had. Ms. Smith states that there is a minimum requirement for a board to have seven members. Mr. Wyatt adds that currently there is a good mix of experience on the board and will seek that out in potential new board members. Dr. Hayes discusses ensuring a breadth of knowledge and experience across the board and to evaluate

what contextually is missing from the current board. Mr. Wyatt adds that the school needs alumni back on the board and has some prospective individuals in mind.

III. CEO Report: Dr. William Hayes

Dr. Hayes begins by addressing Boys' Latin's overall colleges acceptance rates. So far this school year 100 percent of Boys' Latin seniors have applied to colleges with 74.7 percent already accepted. Dr. Hayes announces that the school valedictorian will be attending Cornell this fall and the salutatorian is deciding between NYU and Drexel. Dr. Hayes describes a broad and diverse list of colleges that seniors have been accepted to. Many students are currently in the progress of figuring out financial aid with their families.

Turning to the Boys' Latin College Development Office ("CDO"), Dr. Hayes describes an initial learning curve with regards to delineation of work, however now the tracking systems are working well. The work done by the CDO has been integral to the school's college admissions process as all seniors have applied and are getting accepted earlier. Students are also taking more risks in the number of colleges that they're applying to, and considering geographically further universities.

Dr. Hayes then introduces a resolution to reinstate Eros Uthman-Olukokun as the High School Principal for Boys' Latin.

There is a motion to adopt the High School Principal Resolution, which was previously circulated to the board and discussed in executive session, which is moved by Mr. Bowman and seconded by Mr. Oehrle. The following board members vote in the affirmative: Mr. Oehrle, Mr. Wyatt, Mr. Simpson, Ms. Wells, Mr. Adams, and Mr. Bowman. The motion passes unanimously.

Dr. Hayes proposes an Educational Services Agreement and Trust Agreement where \$15,600 in educational expenses will be deposited into a trust fund for a Boys' Latin student.

There is a motion to adopt the Educational Services Agreement and Trust Agreement for Student A, which was previously circulated to the board and discussed in executive session, which is moved by Mr. Simpson and seconded by Mr. Oehrle. The following board members vote in the affirmative: Mr. Oehrle, My. Wyatt, Mr. Simpson, Ms. Wells, Mr. Adams, and Mr. Bowman. The motion passes unanimously.

Dr. Hayes turns to the Boys' Latin 2023-2024 Student and Family Handbook, where the school changed the graduation requirement related to Latin. Students are now required to complete three Latin credits each year where previously they were required to complete four Latin credits. This was revised to accommodate students accepted to Boys' Latin later in the school year.

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

Ms. Smith addresses an updated 2023-2024 Calendar, which now incorporates a school closure on February 13 due to inclement weather. Boys' Latin also originally planned to host an SAT Day on April 30, which will now be offered on Saturday, June 1. All students at the high school level will now have a regular school day on April 30.

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

Ms. Smith introduces the 2024-2025 Calendar, which meets the minimum requirements for public schools serving secondary grade levels of 180 instructional days and/or 990 instructional hours. Classes will be held from 8:00-2:00 p.m. on Mondays, 8:00-3:15 p.m. at the high school on Tuesday to Fridays, and 8:00-3:20 p.m. at the middle school on Tuesday to Fridays. This does not include Leadership Academy.

There is a motion to adopt the 2024-2025 Calendar, which was previously circulated to the board, which is moved by Mr. Oehrle and seconded by Mr. Simpson. The following board members vote in the affirmative: Mr. Oehrle, Mr. Simpson, Mr. Bowman, Mr. Adams, Mr. Wyatt, and Ms. Wells. The motion passes unanimously.

Ms. Smith describes the Flexible Instructional Day Program and Application, which is an opportunity made available by the Pennsylvania Department of Education to utilize asynchronized instructional days when an emergency happens. For example, if a school's heat stops working or there's a snow day, instead of losing that instructional day schools now have the opportunity to operate virtually. During the pandemic a similar program was available that Boys' Latin took advantage of on occasion. The school is intending to submit an application to offer these virtual school days to its students. This application was circulated in board materials, which includes how Boys' Latin would offer the program. Each virtual school day would look the same, as there would be office hours for students available with case managers, technicians, and teachers. Students will be doing work asynchronously that complements the general curriculum and each of these virtual days starts with a staff meeting to review procedure for that day. The application is due on June 1 and Boys' Latin will receive a determination by August 31.

There is a motion to adopt the Flexible Instructional Day Program and Application, which was previously circulated to the board, which is moved by Mr. Oehrle and seconded by Mr. Bowman. The following board members vote in the affirmative: Mr. Oehrle, Mr. Bowman, Mr. Simpson, Mr. Adams, Mr. Wyatt, and Ms. Wells. The motion passes unanimously.

Ms. Smith explains that Boys' Latin Health and Safety Plan has been updated pursuant to updated guidance related to Covid-19 by the Center Disease Control on March 1 and the Philadelphia Department of Public Health on March 15. There is no standard isolation period required now, which is a significant change. An individual can return to work or school if they have covid so long as they have not had a fever for over 24 hours and their symptoms are improving.

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

Dr. Hayes concludes his presentation.

#### IV. Board Committee Reports

##### a. Parent Liaison: Elaine Wells

Ms. Wells begins by describing some events that Boys' Latin's Extended Family Network ("EFN") along with Boys' Latin have been hosting, which were bonding activities across both the middle and high schools. There was a six-week Cotillion Program where young men could brush up on their etiquette and learn how to conduct themselves in public and professionally, such as knowing which utensils to use when out to dinner. These are skills that will take these young men further in society as they grow older. The Mother-Son Dance held this year was a sneaker ball celebrating the connection between sons and their mother figures. Boys' Latin provided food and dancing, where boys could honor their moms in special ways. Ms. Wells has been in touch with both school principals to discuss an opportunity for Boys' Latin to participate in a nationwide program that offers training to school staff and community organizations in an effort to support healthy manhood. This is a year-long program that starts in June of this year and runs until May of 2025. Each school would be eligible to receive a \$10,000 unrestricted grant while the program provides the curriculum and will train up to 25 adults. Those adults could include staff, parents, board members, or members of community organizations that support the school. Virtual trainings are offered where facilitators within the school would host 12 sessions of healthy manhood initiatives to 25 students at each school. Principal Parker has previously used their curriculum and has gotten positive feedback. Both principals are working on the applications for that program now. Boys' Latin's EFN has been asked to participate. Finally, the board and parent townhall meeting is

scheduled for May 21 from 5:00-7:00 p.m., which the EFN is excited for. Ms. Wells will be meeting with Mr. Jackson soon to come up with the format for that event.

Ms. Wells concludes her presentation.

b. Finance: *Floyd Simpson and Colleen Smith*

Mr. Simpson begins with the January and February 2024 Financial Statements. Mr. Simpson notes that the main items focus on are the school's outstanding cash and how many days payable it has. The finance committee is comfortable with a 200-plus day range. Mr. Simpson emphasizes that enrollment drives what Boys' Latin is able to do for its students. The committee analyzed the school's budgeted enrollment versus actual enrollment, and then evaluated the sensitivity of line items. The committee considered whether anything from a revenue aspect could negatively impact the services the school is able to provide. Mr. Simpson notes that the cyber level could take away students the school already has, which is a risk. The committee has drafted a budget for 2025 which they believe is realistic and sensitive to funds not yet set in stone. Mr. Wyatt adds that Boys' Latin is in a great position cash-wise, and the board will do a deeper dive into the 2025 budget at the next board meeting.

Ms. Smith will circulate the presentation of the draft 2025 budget to the board after tonight's meeting for review and comment. This 2025 budget will be brought to the board at the June meeting for final approval. The finance committee welcomes any and all board feedback. Ms. Smith notes that this is not a balanced budget, as there is \$1.5 million in expenses to potentially remove. The finance committee asks the board that while reviewing this draft budget, to be mindful of areas that could be de-prioritized or note potential redundancies. The finance committee wants the board to see its dream scenario and all the opportunities the school could provide if possible next year.

There is a motion to approve the 4/3/2024 Hires, Terminations, and Resignations as presented in the 4/3/2024 personnel report, which was previously circulated to the board and discussed in executive session, which is moved by Mr. Simpson and seconded by Mr. Bowman. The following board members vote in the affirmative: Mr. Oehrle, Mr. Wyatt, Mr. Simpson, Mr. Adams, Ms. Wells, and Mr. Bowman. 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 which are valued at more than \$15,000. The second batch is contracts which have already been entered into by Dr. Hayes and valued at under \$15,000. The final batch consists of contracts which were emergency approved via email and need to be ratified today.

There is a motion to approve the 4/3/2024 Contracts,<sup>1</sup> which were previously circulated to the board, which is moved by Mr. Simpson and seconded by Mr. Bowman. The following board members vote in the affirmative: Mr. Wyatt, Mr. Oehrle, Mr. Simpson, Mr. Adams, Ms. Wells, and Mr. Bowman. The motion passes unanimously.

There is a motion to approve ratification of the adopted 4/3/2024 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 Mr. Oehrle and seconded by Mr. Bowman. The following board members vote in the affirmative: Mr. Oehrle, Mr. Wyatt, Mr. Simpson, Mr. Adams, Ms. Wells, and Mr. Bowman. The motion passes unanimously.

There is a motion to approve ratification of the previously emergency board-adopted Contracts<sup>3</sup> via email, which were previously circulated to the board, which is moved by Mr. Oehrle and seconded by Mr. Bowman. The following board members vote in the affirmative: Mr. Oehrle, Mr. Wyatt, Mr. Simpson, Mr. Adams, Ms. Wells, and Mr. Bowman. The motion passes unanimously.

Mr. Simpson and Ms. Smith conclude their presentation.

c. Development: *Colleen Smith*

Ms. Smith shares a highlight that Boys' Latin has met its annual development goal by raising \$1 million this school year. All funds raised from this point forward will be icing on the cake, and the development committee is excited to be at this point at this time of the year. Ms. Smith reminds the board that Boys' Latin's annual event will take place on April 25 at the Free Library, and many board members have already confirmed their attendance. The development committee encourages all board members to attend to increase support for the event. This year the school embarked on a completely new approach to its annual event with new and different features. The committee is optimistic that the school will reach its fundraising target for this year's event.

Ms. Smith turns to the recent Florida donor event, which was the first ever engagement event held with long-standing and new donors on February 29 in Palm

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<sup>1</sup> Curricular Associates i-Ready Renewal Agreement (\$16,310.00); Finals site Renewal Agreement (\$8,523.00 year one / \$45,255.00 total); Panorama Education Renewal Agreement (\$19,475.00); Philadelphia Language Services Client Services Agreement (Assorted, see Exhibit A); ProCare Therapy Addendum for Danielle Logan from March 12, 2024 to June 5, 2024 (\$24,750.00); and ProCare Therapy Addendum for Isaac Agyapong from March 4, 2024 to June 5, 2024 (\$26,812.50).

<sup>2</sup> All This Math Independent Contractor Agreement (\$8,250.00); Cassandra Ogbevire Independent Contractor Agreement (\$7,925.00); Integrated Security Systems Agreement (\$2,873.00); Satoia Wright Independent Contractor Agreement (\$9,900.00); Student Transportation Agreement for D.I. (TBD based on usage, not to exceed \$15,000.00); and Vesper Facilities Utilization Agreement (\$14,200.00).

<sup>3</sup> Kaleidoscope Education Solutions Letter of Agreement and Rate Sheet (Assorted, see Rate Sheet); and My College Tours Independent Contractor Agreement (\$20,360.00).

Beach. Former Boys' Latin board members Marianne Dean and Dick Williams hosted which was a great way to introduce Dr. Hayes to donors no longer in the Philadelphia area. Dr. Hayes was able to engage and connect with donors as a way for the school to re-engage these supporters. New and prospective donors who attended have since made financial contribution to the schools, which was not the direct goal but a nice perk. Mr. Wyatt adds that the Florida event was a strong success, and a great way to meet with long-standing donors. Dr. Hayes adds that this event was a valuable addition to development calendar, as the school could connect out-of-state donors to the school's mission in Philadelphia.

Ms. Smith notes that events like these are an approach that many private school peers are taking, along with Philadelphia-area non-profits. The school is budgeting to host another event on like this next year as it is economical and an effective use of school resources.

Ms. Smith concludes her presentation.

d. Governance: *Albert Oehrle*

Mr. Oehrle states that he and Mr. Yakulis will soon meet to discuss developing programs for the board to consider.

Mr. Oehrle concludes his presentation.

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

Mr. Adams explains that he had a great conversation with Ms. Wells, Ms. Robinson-Garvin, and Dr. Hayes to discuss items for Boys' Latin to solve. The group started by addressing the school's budget, summer programming, and the rewarding challenges in supporting young people.

Dr. Hayes explains that the committee went through the budget to evaluate staffing projections and how to model Boys' Latin. The committee discussed optimizing summer programming such a summer school, and how to optimize the great work the school is already doing. The extended school year and freshmen academy can be a strain to staffing, so the committee discussed running these programs at different times. Boys' Latin wants to offer high-quality programming, not just quantity of programming.

Mr. Adams adds that the group also discussed leveraging alums who could come back to help the school during the summertime. Boys' Latin wants to make sure it is not leaning on current faculty and teaching staff in an effort to prevent burnt out. The committee will continue discussing and workshopping ideas and will propose suggestions to the board before the end of the school year.

Mr. Adams concludes his presentation.

Mr. Wyatt thanks everyone for their time and efforts, and looks forward to connecting soon.

*The meeting adjourns at 5:07 p.m.*

Respectfully submitted,

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Patrick South, Secretary