



Sela PCS Board Meeting Minutes

Date: April 13, 2023, 6:45 pm

Location: Zoom meeting

Attendance:

| <i>Name</i> | <i>Role</i> | <i>Attendance</i> |
|------------------------|-------------------------------------|-------------------|
| Deena Fox | Board member and chair | Present |
| Aster Allen-Patel | Board member | Absent |
| Rose Benson | Board member | Absent |
| Heather Capell Bramble | Board member | Present |
| Liz Cohen | Board member | Absent |
| Rebecca Rubin Damari | Board member | Present |
| Yair Inspektor | Board member | Present |
| Bryce Jacobs | Board member | Present |
| Steve Messner | Board member | Present |
| Ashley Stoney | Board member | Absent |
| Michael Walker | Board member | Present |
| Andrew Whiting | Board member | Present |
| Josh Bork | Head of school (non-voting) | Present |
| Ryan Benjamin | Director of operations (non-voting) | Present |

Minutes: Rebecca Rubin Damari

Timekeeper: Heather Capell Bramble

Agenda (Attached as Appendix A)

The meeting started at 6:48 pm

Approval of Meeting Minutes

Heather moved to ratify the meeting minutes from January. Andrew seconded.

In favor: Yair, Rebecca, Deena

Opposed: None

Abstained: Steve, Michael

Mission moments

Year 2 of a volunteer after-school tutoring program staffed by several retired DC and MD teachers. It's all been virtual, but one tutor came in to tutor in person, loved being in the school building, and is now encouraging other tutors to come in person once a month.

Deena's kids were introduced to Duolingo, 2nd grader was successfully completing exercises in Hebrew over spring break.

Women's history month event:

Students gave presentations about famous women and in some cases mothers, aunts, grandmas. Great to see students having opportunities to speak publicly in front of their classmates (with other options too)! 2nd grade did an art museum inspired by female artists!

Head of School (HOS) report (Full report attached as Appendix B)

Goal 1: Student enrollment and retention

- Every newly accepted family has received at least one phone call from school leadership. In addition to the personal touch, this is helping us gather information about people's intentions with enrollment.
- Re-enrollment of current students opened on Monday. First classes to be fully re-enrolled will get an incentive.
- Across all grades we had 117 matches with new students (71 early childhood; 46 elementary). Total 108 enrollment forms received so far for new and returning students.
- In-person and virtual open houses are ongoing.

Goal 2: School mission and culture

- About 30 students will be participating in the Israeli Embassy's annual event at the Building Museum—singing a few songs. Families are not being asked to pay for the field trips.

Goal 3: Staffing retention and development

- Interviewing for a replacement music teacher; expect to hire in April
- New SpEd teacher expected to start on 4/24 due to increased instructional needs. The cost will be covered by additional SpEd funds received from the city.
- Contracts are expected to go out to returning staff by 4/21. Salaries may be subject to upward revision after that depending on city budget decisions.
- All Hebrew positions have been filled for SY23-24.
- EmpowerEd will be supporting teachers in creating working committees for SY23-24.

Goal 4: Academic achievement

- PARCC testing prep (with a focus on testing format) has begun for grades 3-5, and testing will occur between May 8 and May 26.
- DC Science and Health survey will be administered for 5th grade.
- OPI testing (EOY Hebrew assessment) will be conducted in May and June.
- We are expecting CLASS observation from Teachstone (early childhood assessment) in April.

Goal 5: Finance and facilities

- SY23-24 budget expected to be ready for board review at the May meeting
- Priced out a vertical playground with new surfacing and new fence: \$400K, could be completed before winter break.
- The Schattner Foundation is interested in contributing to the cost of the playground and to the cost of hiring a development associate.
- The DC Council will vote on our bond on June 6th.

Goal 6: Family Engagement

- Hebrew Public is going to help us revamp our website at no cost to us. Expect to be able to share the new site before the end of the school year.

Board discussion and votes

1. Board members are invited to let Josh know what types of events they would like to attend in person at the school.
2. The External Relations committee and FundED propose a revision to our strategic plan:
 - SY22-23: develop a fundraising plan with FundED
 - SY23-24: implement the fundraising plan, ideally with support from a new development staff member at Sela

Heather moved to update the strategic plan fundraising goals to the new goals described in the HOS report. Yair seconded.

In favor: Steve, Bryce, Rebecca, Andrew, Michael, Deena

Opposed: None

Abstained: None

3. The board discussed the proposed calendar for SY23-24. Notable changes from previous years: Fewer instructional days (180 compared to 183, due to the plan to start renovations as soon as possible after the school year ends). Also a day off on Friday, September 15 for Erev Rosh Hashana, when many of the Hebrew staff are likely to take the day off for holiday preparations.

Heather moved to approve the calendar. Yair seconded.

In favor: Steve, Rebecca, Andrew, Michael, Bryce

Opposed: Deena

Abstained: None

4. There has been a staff request for a day off on Monday, 4/17 (Emancipation Day observed).

Andrew moved to **not** give the extra day off on such short notice. Heather seconded.

In favor: Steve, Yair, Rebecca, Bryce, Michael, Deena

Opposed: None

Abstained: None

5. We are looking to add vendors that we can use in the event that our main SpEd evaluation vendor is not able to meet the demand. A former board member, Karimah Ware, runs a business that can meet this need. DCPS procurement rules require the board to be aware of this “conflict of interest” and approve the contract.

Heather moved to approve the contract for a backup SpEd assessment vendor. Andrew seconded.

In favor: Steve, Bryce, Rebecca, Yair, Michael, Deena

Opposed: None

Abstained: None

Facilities Update

Josh received an updated budget from the contractor; minimal changes since the earlier version of the budget.

Communication was sent out to current families in the Tuesday Folder about the purchase of the building and planned renovations. The school team will add messaging to open houses and matched family outreach about planned renovations.

Governance Update

We'll need either 2 or 4 new board members this summer. Governance has been interviewing candidates and identifying potential committee placements for them.

Goal: have prospective board members attend the May meeting to be able to join in the summer.

Andrew moved to go to closed session. Steve seconded.
In favor: Yair, Heather, Bryce, Rebecca, Michael, Deena
Opposed: none
Abstained: none

Closed session began at 8:17 pm