



Harlem Hebrew Board Meeting Agenda

October 13, 2021, 7:00 pm

Location: Zoom

1. Call to Order & Reminder for Public Comment(s) Sign Up
2. Adoption of October 2021 Agenda
3. Approval of September 2021 Minutes
4. School Leadership Update
5. PTO Update
6. Network Update
7. Pathways Proposal
8. Public Comments
9. Adjournment

Board of Trustees Meeting Minutes

September 22, 2021, 6:30 pm

Location: Zoom

Trustees Present

Vanessa Goldberg-Drossman
Sara Bloom
Linda Aristondo
William Allen
Rev. Linda Tarry-Chard
Scott Wickham
Tanya Jones

Also Present

Stephanie Branovan, Assistant Head of School, Harlem Hebrew
 MarrLa Meritt, Director of Operations, Harlem Hebrew
 Jon Rosenberg, Chief Executive Officer, Hebrew Public
 Jonathan Werle, Chief Operating Officer, Hebrew Public
 Emily Fernandez, Chief Schools Officer, Hebrew Public
 Lauren Murphy, External Relations Manager, Hebrew Public
 Michelle Galeotti, Senior Director of Operations, Hebrew Public
 2 members of the public

I. Call to Order & Reminder for Public Comments

Vanessa Goldberg-Drossman opened the meeting at 6:32 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email

boardharlem@hebrewpublic.org. Members of the public who missed the public notices can sign up now by using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of September 2021 Agenda

Vanessa Goldberg-Drossman asked for a motion to adopt, Sara Bloom made a motion to adopt the September 2021 agenda. Tanya Jones seconded, and the motion carried unanimously.

3. Approval of the August 2021 Minutes

Vanessa Goldberg-Drossman asked for a motion to approve, Sara Bloom made a motion to approve the August 2021 minutes. Reverend Linda Tarry-Chard seconded, and the motion carried unanimously.

4. School Leadership Update

Emily Carson, Harlem Hebrew's Head of School pre-recorded a video presentation for the board and members of the public.

- Welcome
 - First Board Meeting of the school year and the 12th day of school!
 - Introduction to MarrLa Meritt, the new Operations Director
- Instructional Updates
 - The Harlem Hebrew Leadership Team spent the first three weeks of school in classes real-time coaching
 - MAP testing, which is done throughout the year, started this week
 - MAP testing is a computer-based diagnostic test
 - Gauges how students are performing at national education standards
 - Provides information about skill level to differentiate instruction
 - Students will take the exam again later in the year
 - Helps to monitor and measure progress toward individual goals in ELA & Math
 - The results will be shared and explained to families
 - Staff Coaching
 - Bi-weekly individual coaching meetings
 - Regular intellectual preparation
 - Continued weekly feedback on lesson plans and in-the-moment coaching

Emily Carson praised Harlem Hebrew teachers and staff for all of their hard work and dedication to creating a strong foundation for the start of the school year!

- COVID Policy and Procedure Updates
 - Structures within the School Day
 - Seating in classrooms
 - Students are seated 3 feet apart; some classrooms are adjusted because of spacing but all desks face the same direction
 - Masks are worn by every person in the building
 - Students always wear a mask except when eating lunch
 - Middle School transitions and electives
 - Students stay in their homeroom classrooms throughout the day and participate in specials with their homeroom pod
 - Subject to change in the upcoming months
 - Lunch
 - Some classes eat lunch on the roof or in the cafeteria or other areas where they have 6 feet of space but many of the elementary classes eat lunch in their classrooms
 - When eating lunch in a classroom, only half of the students are eating at a time
 - Weekly COVID-19 Testing
 - Not required for students, but strongly encouraged
 - All students whose families provided consent are tested weekly
 - A shallow nose swab is the method used
 - Testing has been going well with limited instructional disruptions
 - There was a data glitch during the first week of testing-- it has since been corrected, families were notified, and multiple reviews of data collection to ensure this does not happen again
 - Quarantined Classes
 - Four positive COVID cases within the community since the start of school
 - Contact tracing protocols were followed
 - 5 classes quarantined and 1 bus quarantined
 - 10 individual students (unrelated to school)
 - All quarantined students moved to remote learning

Harlem Hebrew is extremely grateful to everyone for their quick responses, aware communication, and supporting the health of the community.

- Staffing
 - Three teachers have left Harlem Hebrew

- Communicated with all staff and student families
 - Positions are being covered internally
 - A temporary long-term sub has been hired to support with Art Lessons
- Bussing
 - Partnership with two organizations for bussing
 - Bronx Bussing (Grades K-8)- Selby at 718-881-1010
 - Manhattan Bussing (Grades K-6) - OPT with App
 - When kids arrive at school late because of bussing, they are NOT penalized
 - Harlem Hebrew is looking for bus attendants, any incidents that take place on the bus should be reported to the school
 - Requests for bussing changes can take up to 48 hours, they should be directed to the Harlem Hebrew Operations Team in the Main Office at opsteam@harlemhebrewcharter.org
- Who to Contact for What?
 - Anything Instructional: Your Child's Teacher!
 - Anything Operational or Logistical: The Operation Team at opsteam@harlemhebrewcharter.org OR calling 212.866.4608 during school hours
 - Anything Behavioral (including Bussing Behaviors): Deans of Culture Taharah Smalls (tsmalls@harlemhebrewcharter.org) and Jose Silva (jsilva@harlemhebrewcharter.org)
 - If Those Communications Aren't Working: Emily at ecarson@harlemhebrewcharter.org
- Family Events
 - Hebrew Public hosted a Town Hall on 8/19 where general school reopening information was shared
 - Family Orientation was held on 8/30
 - Over 190 families attended
 - Hebrew Public hosted a PowerSchool(parent communication portal) meeting tonight at 6 pm
 - 8th Grade Family Meeting re: High School Admissions on Wednesday, October 20th
 - 8th Grade Family Meetings on Capstone Trip to Israel led by Hebrew Public
 - Late October: 5th Grade Family Meeting on Middle School Admissions
 - Various Dress Down Days (for students, families invited)
 - Friday: Arabian Leopard Pride Day
 - Virtual Back to School Night, September 23 @ 6:45 - 8:15 pm
 - One required session, two family choice sessions
 - Required: with your child's teachers

- Choice Sessions
 - Special Education Overview
 - Student Supports and Services
 - Mental Health Team and Culture Team
 - Specials Curriculum and Overview
 - Hebrew Curriculum and Overview
- Operations office hours the entire night

5. Network Update

Jon Rosenberg, CEO, Hebrew Public shared the following:

- NYC Announcement of Relaxation of Quarantine Standards
 - These changes apply to district schools, but not to public charter schools such as ours
 - The announcement comes from a review of the CDC guidance released in late August defining “close contact” in a K-12 setting
 - Situations such as lunch, riding the bus, gym class, and regular classroom instruction, cannot always guarantee the 3 ft distance is kept all the time
- Hebrew Public along with Harlem Hebrew leadership are looking closely at the current quarantine rules and will make decisions in the coming days about potential changes to procedures
- Keeping in mind
 - Health and safety of students, staff members, and their households and loved ones
 - Disruptions to families caused by mandatory quarantines (childcare)
 - Effectiveness of instruction for children
- Upcoming Charter Renewal Visit
 - Harlem Hebrew is up for charter renewal in the 2022-23 school year, a substantial portion of the application has already been submitted
 - HHLA NYSED Site Visit - 2 Days - October 13, 14 (*classroom observations will most likely be in person*)
 - HHLA Board Capacity Interview has not been scheduled yet but will be with Board Officers.
 - Board capacity prep meeting will occur a week prior to the next board meeting
 - Public Hearing is on Wednesday, October 13 at 5:30
 - All three Hebrew Public NY schools are up for renewal so this year the city has requested one public hearing for all

- 1 board member from each of the schools to speak briefly during the hearing
- Members of the public and parents can sign up to speak during the public comment portion
- Board meeting for October will begin at 7 pm

6. Dashboard Review

Jon Rosenberg reviewed the September Dashboard which provided some key data points focused on the below criteria:

a. Enrollment

- i. Current enrollment is being tracked by ATS & PowerSchool, some students have not shown up to school, Harlem's average enrollment will likely be around 460 students

b. Staff Vacancies and COVID-19 impact

- i. 8 total vacancies
 1. 11% of staff
 2. One of the vacancies has an offer extended
- ii. Each school year vacancies are common, this year more so than ever, schools in NY and around the country are struggling with staffing shortages
 1. Our schools are offering
 - a. Referral bonuses
 - b. Signing bonuses
- iii. 1 case of COVID-19 reported by a staff member and 3 cases reported among students
- iv. Weekly COVID-19 testing has just begun in school

c. Staff Demography

- i. Efforts to increase staff diversity continues

7. Board Member Recruitment

Jon Rosenberg encouraged board members and members of the community to nominate qualified individuals to join the board of trustees.

- Ideally, the board should have at least nine individuals to create functional committees, representative of the school population and community, and have a diverse skillset

8. PTO Update

Vanessa Goldberg-Drossman encouraged families to join the PTO, everyone is welcome to join!

- Upcoming Events

- Welcome Picnic
 - Halloween themed, Sunday, October 24th
 - Looking for volunteers
 - Free event sponsored by the PTO
 - Fun, COVID-19 safe afternoon
- 1st PTO meeting via Zoom
 - First week of October
 - Great chance to meet the PTO

9. Public Comments

N/A

10. Executive Session

Vanessa Goldberg-Drossman asked for a motion to enter executive session at 7:27 pm, Tanya Jones made the motion, Sara Bloom seconded, and the board voted unanimously to move into executive session.

Vanessa Goldberg-Drossman asked for a motion to enter executive session at 7:41 pm, William Allen made the motion, Reverend Linda Tarry-Chard seconded, and the board voted unanimously to exit executive session.

11. Adjournment

William Allen motioned to adjourn the meeting, Reverend Linda Tarry-Chard seconded, the motion carried unanimously, and the meeting adjourned at 7:43 pm. The board will meet next on October 13 at 7 pm.