

**Wissahickon Charter School
Board of Trustees Meeting
August 13, 2020 9:03am-10:50am**

Virtual Meeting, Held through Zoom

Board Members Present: Justin DiBerardinis (Chair), Rachel Loeper (Vice Chair), Charles Case (Treasurer), Bob Anderson, Rekyiah Abdul-Zahir, Shauna Mace, Ebony Staton Weidman

Staff Present: Kristi Littell (CEO), Jane Walsh (Development Associate), Rebecca Benarroch (Fernhill Principal), Paul van de Stouwe (Director of Assessment and Accountability), Tiffany Days-Harris (Director of School Operations)

Guests Present: Mike Whisman (Charter Choices)

The Chair, Justin DiBerardinis, called the meeting to order at 9:03am.

Swearing in of New Board Member (Justin DiBerardinis)

Michael-Ann Matticoli took the Oath of Office and was sworn in as a new Board Member to the Wissahickon Charter School Board of Trustees.

New Member Vote (Bob Anderson, Chair of Governance Committee)

Bob shared some background on a candidate for Board membership, Anthony Coughlin.

Justin called for a motion to approve Anthony's membership. Bob led the motion and Shauna seconded. Anthony was approved for membership unanimously.

Swearing in of New Board Member (Justin DiBerardinis)

Anthony Coughlin took the Oath of Office and was sworn in as a new Board Member to the Wissahickon Charter School Board of Trustees.

Health and Safety Plan (Kristi Littell)

Kristi shared the school's Health and Safety Plan, which was created in response to the Covid-19 Pandemic and details how we will keep students and staff safe when in the building.

Some topics covered within the documents are batching, masks, social distancing, hand hygiene, isolation and quarantining, and contact tracing. Kristi shared how school administrators, in particular Paul van De Stouwe and Tiffany Days-Harris, developed this plan.

A revised calendar has been created with school starting a week later than initially planned in order to provide additional professional development to staff in order to train them in our virtual model of instruction.

The calendar also reflects a tentative plan for Kindergarten and First Graders to return to the building at the start of the second trimester in early December. Prior to this start there would be a week of PD to review health and safety standards with any staff members who will be in-person. If we can demonstrate safe in-person learning with these students, we plan to gradually bring in older grades for in-person instruction as well.

Kristi allowed the board to ask questions and share feedback. Kristi and other school leaders in attendance provided further context as requested.

Justin called for a motion to approve the Health and Safety Plan, which was led by Bob and seconded by Rekyiah. The Board approved the Health and Safety Plan unanimously.

Justin called for a motion to approve the revised school calendar. Rachel led the motion and Ebony seconded. The revised calendar was approved unanimously.

Justin called for a motion to approve the template for virtual instruction. Charles led the motion and Shauna seconded. The template was approved unanimously.

Financials (Mike Whisman, Charter Choices)

Mike reviewed the June Financial Report with the Board.

Mike also shared that the 2020 audit has begun and so far has been going smoothly. Mike will likely have the completed audit for review by the Board at the next meeting.

CEO Report (Kristi Littell, CEO)

Kristi previously provided the Board with both a FY20 Development Report and Personnel Update. The Board was provided the opportunity to pose any questions or feedback they had on these documents; however, the Board had no questions.

Board Reflection on 2019-20 and goals for 2020-21(Rachel Loeper)

Rachel reviewed the goals that were made at the start of 2019-20 by the Board and assessed the Boards progress

Rachel suggested we expand on our Race and Equity goals to better reflect the moment and some of the work that Ebony has started in this area.

Kristi recommended that the Board make a decision in regards to the Fernhill Campus and how we would like to proceed at the end of the buildings lease, which will occur in a few years.

The Board of Trustees entered a Closed Executive Session at 10:22AM to discuss a personnel matter (CEO Evaluation) as allowable through PA State Sunshine Laws.

The Board came out of closed session to adjourn the meeting. The board agreed to adjourn unanimously at 10:49am. The motion to adjourn was led by Bob and seconded by Rachel.

Handouts that were distributed are attached.

- Anthony Coughlin Resume
- Board Survey on Board
- Board Survey on CEO
- CEO Goals 2019-20
- Fully Remote Health and Safety Plan
- FY20 Development Report
- Governance Committee Minutes 07-28-20
- Meeting Minutes 06.24.20
- WCS Board Agenda 08.13.20
- WCS Board Goals 2019-20
- WCS Health and Safety Plan 08-12-20 with Appendices
- WCS Financial Report 2020.06v1.1
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Action Items:

- Jane will create a padlet for former member, Marty Millner
- The Board will devote a portion of the September Meeting to issues of Race and Equity and how the Movement for Black Lives has individually affected all of us