

**Wissahickon Charter School
Board of Trustees Meeting
December 15, 2021 6:38pm-7:39pm**

Meeting Held Via Zoom

Board Members Present: Justin DiBerardinis (Chair - by Phone), Rachel Loeper (Vice Chair), Charles Case (Treasurer), Shauna Mace, John Wylie, Sylvester Mobley, Samantha Mathews, Rekyiah Abdul-Zahir, Anthony Coughlin

Staff Present: Kristi Littell (CEO), Jane Walsh (Development Associate). Paul van de Stouwe (Assessment and Accountability Manager)

Guests Present: Mike Whisman (Charter Choices)

Welcome/Introductions (Rachel Loeper, Vice Chair) Justin called the meeting to order at 6:38pm.

Some Good News (Kristi Littell, CEO)

Kristi shared some of the many positive messages that she received from staff in response to the Covid stipend that was handed out over the Thanksgiving Break.

Approval of Consent Agenda (Rachel)

The December Consent Agenda includes the November Board Minutes, November Financial Transactions, McKinney Vento Policy and Comprehensive Plan. Paul van de Stouwe explained the Comprehensive Plan and McKinney Vento Policy for board members who are unfamiliar with these policies and procedures. A motion to approve the Consent Agenda was led by Charles and seconded by Anthony. The Consent Agenda was approved unanimously.

Financial Update (Mike Whisman, Charter Choices)

Mike Whisman reported that the annual audit has been completed and that the findings were all positive. Likewise, Mike reported that the November Financial Statement was positive as well, with no significant changes from the previous month.

Looking towards building the budget for next year, Mike reported that the finance committee recently discussed how, in order to account for high levels of inflation, the committee may increase budget projections by a higher percentage than we do in a typical year.

Justin called for a motion to approve the November Financial Statements. John led the motion and Shauna seconded. The motion was approved unanimously.

Justin then called for a motion to accept the audit and its review by the Finance Committee. Sylvester led the motion and Anthony seconded. The motion was approved unanimously,

Governance Committee (Rachel Loeper, Vice Chair, and Shauna Mace)

Rachel spoke about the difficulties the Governance Committee is having scheduling our New Board Member Orientation and how the committee has decided that it may be more effective to fold this orientation into our existing meetings. The committee will discuss this plan in more detail with Kristi and Jess before the February meeting.

Rachel reminded new board members of the required New Board Member training that they will need to complete before April 2022.

Shauna thanked members for completing the Board Recruitment Survey and urged members who have not yet completed the form to do so.

CEO Report (Kristi)

- **Diversity, Inclusion, and Justice Spotlight** Report card conferences were just completed and some teachers decided to hold student-led conferences which Kristi reported was a highly positive experience and really allowed us to center student voices, a good practice in equity. Kristi then shared an activity that was recently held with students by Fernhill Principal Rebecca Benarroch called “How Full is Your Cup,” which is used to demonstrate how everyday stressors can build up and affect one’s performance. She also shared with students some coping strategies to use when they feel like they have a “full cup.”
- **Development Update** As of 12/14, we have raised 83% of our \$385K major gifts goal and 75% of our \$25K smaller dollar gifts goal. We have a \$35,000, three-year pending grant request out to the Brook Lenfest Foundation, for which we will receive a decision in January. Giving Tuesday was a record-breaking success: We raised \$9,800 (including \$3,500 in matching funds from Nicole Walters and Sylvester Mobley). The annual Winter Greeting card went out in the mail today. Finally, Kristi reported that we are still undecided on whether or not we should hold our Spring Event this year given the continued risks surrounding Covid-19. In particular, an indoor event like we typically hold feels ill-advised. Therefore, we are currently considering holding the event at Awbury Arboretum, which is adjacent to our Awbury Campus. Kristi allowed the Board to ask questions about this possibility and provide feedback.
- **Charter Renewal** Kristi reported that we are currently in the process of scheduling our renewal site visit. This year, the site visit will operate a little differently than years past, allowing the school to select four areas for the CSO to focus on during this visit. Kristi has selected Environmental Education, Social Emotional Learning, Data Driven Differentiated Instruction, and Professional Learning as the components of our model that she would like the CSO to focus on during their visit.
- **Building Update** Our architects have provided a design for the back part of the Fernhill building, which Kristi shared with the Board. We are currently negotiating with our landlord to help cover some of the cost of these improvements.
- **Covid Update** Cases across Philadelphia County have gone up and we have seen some cases at each of our campuses as well. Fortunately, we have the Test-to-Stay program in effect and our newly added Covid Coordinator has been a huge relief to administrators, who were previously saddling most of the burden of testing and contact tracing.

Justin called for a motion to adjourn the meeting. Charles led the motion and Rachel seconded. The Board Chair adjourned the meeting at 7:39pm

Handouts that were distributed are attached.

- WCS Board Agenda 12.15.21
- WCS Board Minutes 11.17.21
- WCS Financial Report_2021.11v1.1
- FY21 Audit Presentation
- Draft Homeless Students Policy
- Comprehensive Plan

Action Items:

- All members to complete the Board Recruitment Survey if they have not yet done so