

**Wissahickon Charter School  
Board of Trustees Meeting  
February 2, 2022 6:33pm-7:52pm**

**Meeting Held Virtual via Zoom Conferencing**

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

**Staff Present:** Kristi Littell (CEO), Jane Walsh (Development Associate)

**Guests Present:** Mike Whisman (Charter Choices), Nicole Snyder (McKenna Snyder)

**Board chair called the meeting to order at 6:33pm.**

**Some Good News (Kristi)**

Kristi shared the very impressive School District high school admissions results from our eighth grade class at the Fernhill Campus.

Kristi will send a video to members of some of our honors students talking about how it feels to be an honor student, explaining the actions they took to achieve this goal, and giving advice to other students.

**The Board went into a Closed Executive Session to discuss a Student Special Education Matter as allowable by PA State Sunshine Laws.**

**The Board came out of the Executive Session at 6:52pm.** The Board approved the items related to the Special Education Matter discussed in closed session. Rachel led the motion to approve the items and Rekyiah seconded. The motion passed unanimously.

**Review of February Consent Agenda (Justin DiBerardinis, Chair)**

The February Consent Agenda includes the December Board Meeting Minutes, The December Financial Transactions, revised Meeting Minutes from August 2021, and the proposed 2022-2023 School Calendar.

Justin called for a motion to approve the consent agenda. John led the motion and Rachel seconded. The consent agenda was approved unanimously.

**Financials (Mike Whisman, Charter Choices)**

Mike reported that the School's Financials are all looking good and that there has been very little change month-over-month. Likewise, the Wissahickon Foundation financials continue to trend positively.

Justin called for a motion to approve the December Financials. The motion to approve the Financials was led by Sylvester and seconded by Shauna. The Financial Report was approved unanimously.

**Governance Committee Report (Rachel Loeper, Governance Committee Chair)**

Rachel provided an update on the required training for new board members. Members will need to watch a series of videos and self-report that they have completed the viewing.

The Governance Committee is starting to think about new member selections. Rachel asked board members to think of candidates who could be a good fit and provide the Governance Committee with recommendations.

Shauna provided a report sharing the findings of our Board Survey which detailed demographics, competencies, and skills of our current board members. She also shared some of the underrepresented groups and skills and asked board members to think of individuals who might help us fill these gaps.

#### **Development Update (Jess Pastore, Director of Development)**

Director of Development Jess Pastore started her report by informing the Board that she will be departing Wissahickon later this month for personal reasons. Her last day will be February 17th.

Jess stated that development efforts this year have been going well and that we are on target to meet all goals. While we are still slightly behind our fundraising goal, we have yet to hold our Spring Sponsorship campaign which, with even just a portion of last year's sponsorship revenue, will allow us to firmly hit our goal.

Jess provided some positive grant updates and informed of one pending grant, from the Lenfest Foundation, for which we expect to hear a decision in late February or early March. That request was for \$42,000/yr for 3 years.

Kristi thanked Jess for her time at Wissahickon and the many positive contributions she has made to the school during her tenure here.

Kristi also gave an update on our Spring Event and considerations we are making given the risks and restrictions posed by Covid-19. The Development Team visited Awbury Arboretum as a potential outdoor location for the event and at the time we were feeling very confident about holding the event there; however, their representative informed us that they are planning some construction at this space, which they can not guarantee will be completed by the time of our event. We are now considering an outdoor or partially outdoor event at the Awbury Campus. We do not anticipate holding our usual silent auction and may also move away from having an honoree and instead would celebrate our sponsors. There is still a lot to consider and we hope we will be able to make a decision soon.

Because we may not have a Director of Development in place in time for the planning of this event, Kristi is also considering the possibility of hiring an event consultant to assist.

#### **CEO Report (Kristi Littell, CEO)**

**Diversity Inclusion and Justice Spotlight** February is Black History Month. Our Fernhill Campus is celebrating in a creative way by having each class select an HBCU to learn about. The month will culminate in celebration and "campus tour" during which each class will present on the HBCU they learned about.

**Covid Update** We had two weeks of remote learning immediately after the winter break. This decision became necessary due to high rates of staff illness and quarantine as the Omicron variant of Covid-19 continued to spread rapidly in Philadelphia. We returned after MLK Day and, remarkably, had two weeks without a single positive case in either building. In the coming weeks, we will be holding a vaccine clinic at the school and also working on reviewing and adapting new guidance from the city.

**Charter Renewal Update** We received a report from the Charter office in which there were no major infractions. We still need to have our site visit before the renewal is complete.

**The Board again went into Closed Executive Session to discuss a Personnel Matter as allowable by PA State Sunshine Laws.**

**The Board came out of Closed Session at 7:51pm.**

**Justin called for a motion to adjourn the meeting. The motion was led by Shauna and seconded by Charles. The motion to adjourn was approved unanimously.**

**The Board Chair adjourned the meeting at 7:52pm.**

**Handouts that were distributed are attached.**

- WCS Board Meeting Minutes 12\_15\_21
- Revised WCS Board Meeting Minutes 08.10.21
- Draft 2022-2023 School Calendar
- WCS\_FinancialReport\_2021.12 v1.1
- Confidential Student 351-21 Files
- FY22 Development Update
- WCS Board Agenda Feb 2, 2022

**Action Items:**

- Board Members to complete board training videos before the end of February & email Jane to provide a certificate of completion
- Board Members to provide information on any potential board candidates to the Governance Committee