

**Wissahickon Charter School  
Board of Trustees Meeting  
March 9, 2022 6:34pm-7:42pm**

**Meeting Held Virtual via Zoom Conferencing**

**Board Members Present:** Rachel Loeper (Vice Chair), Charles Case (Treasurer), Debbie Levin (Secretary), Shauna Mace, Rekyiah Abdul-Zahir, Samantha Mathews, Sylvester Mobley

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

**Guests Present:** n/a

**Board Vice Chair called the meeting to order at 6:36pm**

**Some Good News (Kristi)**

Kristi showed a video of an alum who came back to the Fernhill Campus to visit. This alum used her own past experience to provide guidance and advice to some current students who are struggling. Kristi remarked how impressed our staff was with our alum and how eloquent and compassionate she was with our students.

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

The April Consent Agenda includes the March Board Meeting Minutes and the February and March Financial Transactions.

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

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

Mike Whisman of Charter Choices reviewed the February-March Financial Statements with the board, which show that our finances are continuing to trend positively with very little difference from the past couple of months, as is typical of this time of year.

Like many Charter Schools, there are some enrollment challenges this year because of Covid. Wissahickon is currently coming in slightly under-enrollment from what was budgeted.

Mike explained some budgetary reserves currently in place to help us prepare for expected per-pupil revenue decreases from the District.

Kristi provided some updates on the Fernhill Building renovations. All bids have come in \$100-200,000 over budget due to unexpected scope of electrical work that is needed along with generalized increases in construction costs that have become prevalent post-pandemic. Kristi consulted with the board to make sure they were comfortable with the increased spending. Funds from the Wissahickon Foundation would be transferred to the school to cover this cost. The Board expressed agreement with Kristi that this is a necessary and beneficial expense and approved of the transfer of funds from the Foundation. Next Kristi will go to the Foundation Board for their approval.

Mike shared the Budget Draft for the 2022-2023 school year, which included a salary-scale increase for teachers and other members of staff. Teachers will also receive a 6% bonus that will be distributed in two increments, one in the Fall and one

in the Spring. The budget also reflects a decrease in rent that was negotiated by Kristi, Tiffany Days Harris, and Scott Williams, formerly with Avison Young. The budget includes a \$136,000 surplus.

Rachel called for a motion to approve the February-March Financial Statements. Sylvester led the motion and Samantha seconded. The financials were approved unanimously.

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

We are still working on recruitment. We currently have no proposed candidates that would meet our listed priorities. Rachel urged Board Members to consider their contacts and try to recommend some candidates with our preferred expertise in Finance or Law. Previously, we had expressed a desire to recruit an Alum, which Kristi was pursuing; however, as a relatively young school, she does not think we have enough of an alumni pool yet. We are now also considering an alumni family member.

Kristi has been in communication with FS Investments to try and connect us with a candidate from their company. We currently have one FS employee with whom we are starting a conversation.

Justin has one promising candidate, who does not meet our preferred criteria, but would provide a lot of benefit to the board.

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

- **Return from Spring Break** Per city ordinance, the mask mandate has returned. Kristi reports that the transition to remasking has been smooth. We have seen some staff transitions this week as well.
- **Diversity, Equity, and Inclusion Spotlight** We were accepted to the Black Teacher Fellowship, the first session for which will be held tomorrow. This fellowship has immense monetary value and should be an excellent tool to help us recruit a greater pool of black educators.
- **Personnel Update** We are hiring for a Math Coordinator and have several promising internal candidates. A decision on that position is expected to be made in the next couple of weeks. We have some lead teachers moving on so we have hired a consultant to help us with recruitment.
- **Development Update** Kristi reported on our Spring Sponsorship Campaign. While we are currently on track to meet our overall fundraising goal, we still need more support to reach our Spring Sponsorship goal. We urge the board to reach out to their contacts to try and acquire new sponsors this year.
- **Safety on Transportation** Students have expressed increased concerns about safety on public transportation so the school is working on building confidence through self-defense classes and other lessons on safety. The school has reiterated our policy on weapons and that they are forbidden on campus, in case students or families mistakenly feel that that is an appropriate measure to take.

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

### **The Board Chair adjourned the meeting at 7:26pm**

#### **Handouts that were distributed are attached.**

- WCS Board Agenda 4-20-22
- WCS Board Meeting Minutes 03.09.22
- Development Update\_April 2022
- WCS 2022-2023 Draft Budget v1.5 4% scale, 6% bonus

- WCS\_FinancialReport\_2022.03 v1.2.pdf

**Action Items:**

- Board to review their networks for potential Spring Sponsors and/or Board Members and make an introduction to Kristi where appropriate