

**Wissahickon Charter School  
Board of Trustees Retreat  
August 1<sup>st</sup>, 1pm to 4pm**

**Wissahickon Charter School Awbury Campus (Conference Room)  
815 E Washington Lane Philadelphia, PA 19138**

**Board Members Present:** Justin Wheeler (via conference call), Justin DiBerardinis, Richard Binswanger, Ellen Lutz, Fran Bradley, Rosemary Barbera, Ebiho Ahonkhai (via conference call), Martin Millner

**Board Members Absent:** Rev. Charles Rice

**Guests:** Mike Whisman (Charter Choices)

**Staff Present:** Jamal Elliott, Kristi Littell, Alex Evenson, Anne Pennington Wang

**Meeting Called to Order**

Board Chair called the meeting to order at 1:03pm.

**Year End Reflections**

- **Academic:** PSSA Score handouts were distributed and reviewed by the CEO. The handouts showed a comprehensive breakdown of test scores from this past year (2015-2016) as well as previous years, showing scores at Fernhill vs. Awbury as well as comparing Wissahickon Charter to other charter and district schools. The CEO and the Board discussed the data as well as the stories behind the data.
- **Behavioral:** Behavioral Data handouts were distributed and reviewed by the COO. There was a large reduction in discipline referrals at the Fernhill campus in 2015-2016 compared with 2014-2015. This is in part due to the leadership of the Dean of Culture to specify when a student should be sent out, as well as an effort to empower teachers to discipline students within the classroom rather than sending them out. The Awbury campus showed similar decreases in discipline referrals from the 2014-2015 school year to the next.
- **Development:** The CEO and Director of Development distributed and reviewed the *Development Report FY16*. The Director of Development reviewed the results from various development activities including grants, major donor campaign, and the Spring Event.
- **CEO & COO Evaluation Results:** The Board Chair reviewed the CEO and COO evaluations. Overall, staff members' comments were very positive, but the main grievance from staff is that the CEO and COO's presence within the life of the school has been reduced as a result of two campuses, and this is challenging for some. The Board discussed the evaluations and will discuss further at the October 2016 meeting.

**Looking Ahead**

- **Development (Recent Major Gift):** The Board discussed how the school will use the funds from a recent major gift. The Board will continue to discuss how the funds will be used as the COO and CEO receive more information from the donor's financial advisor.

- **Salary Structure:** Richard made a motion to approve the CEO/COO salaries for the upcoming fiscal year. Justin DiBerardinis second, and the motion was approved unanimously.
- **New Budget:** Charter Choices Representative reviewed the budget for the upcoming fiscal year 2016-2017.
- **Hiring Update:** Wissahickon is still hiring for the Fernhill Art Teacher position, one Fourth Grade position, and a long-term maternity substitute for the Fernhill Dean of Culture. Multiple part-time positions are still open as well.
- **English Language Learners (ELL) Policy:** Richard motioned to approve the ELL policy, and the Board Chair seconded. The policy was approved unanimously.
- **Board Processes & Practices, Board Health & Functioning, Board Recruitment Discussion:** These items were put on hold until the September 2016 Board meeting due to shortage of time.

### **Renewal Preparation**

The CEO and COO walked through the Charter School Office (CSO) agenda as well as the *2015 Annual Charter Evaluation (ACE) Follow Up Letter*.

### **Meeting with Charter School Office Representative re: Charter Renewal**

#### **Action Items:**

- Examine Board Assessment tools at the September 2016 Board Meeting.
- Discuss CEO/COO evaluations and presence within the school at the October 2016 Board Meeting.

#### **Handouts that were distributed are listed below:**

- *Wissahickon Academic Summary*
- *Development Report FY16*
- *Financial Statements*
- *English Language Learner (ELL) Policy*
- *2015 ACE Follow Up Letter WCS*
- *CSO Renewal Framework*