

**Wissahickon Charter School
Board of Trustees Meeting
December 14, 2022
7:03 - 8:21pm**

Meeting held via Zoom

Board Members Present: Allora Buckshon, Charles Case, Justin Diberardinis, Rachel Loeper, Shauna Mace, Samantha Mathews, John Wylie, Rekyiah Abdul-Zahir

Board Members Absent: Anthony Coughlin, Erich Holland, Deb Levin, Ohenewaa White-Ra,

Guests: Mike Whisman

Staff Present: Kristi Littell, Jane Walsh, Sarah Wilson, Alyssa Pinder, Kristy Hruska

Meeting Called to Order (Justin)

Justin called the meeting to order at 7:03 PM.

Some Good News (Kristi)

Kristi introduced Alyssa Pinder, a kindergarten teacher at our Awbury campus.

We were able to secure the honoree for our Spring Event and are excited to honor Ellen Lutz. She has served on the WCS Board and has been invested in our work at Wissahickon for many years.

Consent Agenda (Justin)

The December Consent Agenda includes the November Board Minutes and November Financial Transactions. A motion to approve the Consent Agenda was led by Charles and seconded by Shauna. The Consent Agenda was approved unanimously.

Instructional Guest, Sarah Wilson

Sarah Wilson, Literacy Program Coordinator at WCS, introduced the BOT to key components of the EL Language Arts curriculum, which is being implemented at WCS this year. EL LA aligns with the Science of Reading and the core values of our school, while emphasizing student voice. Several school leaders were able to attend the EL conference in Chicago last week, allowing us to share more in depth knowledge of EL curriculum with our team.

Finance Committee Update (Mike/Charles)

Mike gave an update on the school's financial position. WCS is in a solid financial position using the metrics provided by the School District of Philadelphia. Auditing will take place in January around the ESSER dollars that we received as a result of the pandemic. Staff was grateful for the approval of the staff bonus that was given in December. The current audit will be wrapped up by December 31, 2022, and we are meeting with the auditors to go over the final report next week. The numbers are clean and positive. A motion to approve the Financial Report was made by Allora. The motion was seconded by Samantha. The Financial Report for November was unanimously approved.

Governance Committee (Shauna)

The Governance Committee is working on a team building event for the BOT. Shauna shared the process that is used to recruit new board members, which typically happens January through March. Candidates are interviewed in April and May, elections are held in June, and new members are sworn in at the August meeting.

Diversity, Equity, and Justice (Justin)

The DEJ committee will share an update at the February meeting.

Development Update (Jane)

We are ¾ of the way to the goal we have set for unrestricted fundraising for the year. Our Giving Tuesday campaign was a success, and we are grateful to the Board for sharing the campaign through their personal networks. Our Winter Raffle is currently taking place online. For the first time, we have received two donations through EITC-EIO credits. Kristi noted that these donations happened because of the dedicated efforts of Jane Walsh. Our Spring Event will probably take place in April. We typically ask for help in creating a guest list seeking solicitation of auction items and sponsorships.

CEO Report (Kristi)

Kristi shared details of the author visit made by Joseph Harrison, who spoke to second graders about healthy eating and farming. We are proud to continue to have qualified teachers and employees in our buildings to provide uninterrupted instruction for our students. We are currently going through the Special Education Monitoring process, which happens every five years and is a thorough process. We will receive the final report in March and have a year to respond to any items that need to be addressed.

Closed Session – Personnel Update

The Board of Trustees entered a closed session to discuss an Personnel Issue as allowable through PA State Sunshine Laws.

The meeting was adjourned at 8:21. A motion was made by Rachel, seconded by Rekyiah, and passed unanimously.

Action Items:

*Complete survey regarding BOT team building event.

*Begin brainstorming ways that the BOT can use their networks to the benefit of the Spring Event.

Any handouts that were distributed are attached/included in the shared folder.

Development Update

Board Recruiting Process

Items in the Consent Agenda:

November 2022 Minutes

November Financial Transactions