

**Wissahickon Charter School**

**Board of Trustees Meeting**

December 11, 2024, 6:01 pm - 7:04 pm

The meeting was held via Zoom Conferencing

**Board Members Present:** Rachel Loeper (Chair), Erich Holland (Vice Chair), Allora Buckshon (Treasurer), Rekyiah Abdul-Zahir (Secretary), Michelle Alcaraz, Anthony Coughlin, Shauna Mace, Jason Manning, Dan Pereira, Ohenewaa White-Ra, Justin DiBerardinis

**Board Members Absent:** N/A

**Staff Present:** Kristi Littell (CEO), Jane Walsh (Director of Development), Kyonia Mitchum (Executive Assistant)

**Guests Present:** Mike Whisman (Charter Choices), Leann Perez (Compass), Ed Mongan( Compass) Melanie Wright (Compass), Hinka Vasil (Compass), Fran Lawall (Compass), Vasil Hlinka (Compass), Rachel Courtney (Compass), Tanya Ryzik (Compass)

**Board Chair Rachel Loeper called the meeting to order at 6:01pm.**

**The meeting began with introductions of Board Members and members of Compass Pro Bono, our guests for the evening.**

**Some Good News and Board Good News (Kristi)**

- Kristi shared some recent positive campus priorities we committed to, such as high-quality student work. This work is shared via a weekly staff email.
- Board Members shared some of their own good news.

**Other board members provided some good news**

**Consent Agenda (Rachel)**

The Consent Agenda contained the October Meeting Minutes as well as October and November Financial Transactions. The board voted unanimously to approve the Consent Agenda. The motion was led by Justin and seconded by Dan.

**Finance and Audit Committee Update (Allora/Mike)**

The board voted unanimously to approve the Financial Statements and staff bonus. Anthony led the motion and Erich seconded.

- Mike reported cash position at \$11.8 million, 201.7 days cash on hand; Current liabilities down by \$1.4 million
- Enrollment at 742 regular ed and 230 special ed students, both exceeding budget

- The school's current ratio, a measure of its ability to meet current payment obligations increased from 5.2 on June 30, 2024, to 11.3 at November 30, 2024. This is to be expected because the liability decreased as described above.
- There are currently 4 students that are outside of Philadelphia SD.
- Auditors - Compliance clean ending June 2024

#### **Compass Pro Bono (Melanie Wright)**

Will be providing strategic consulting services to the board. They will be meeting with board members individually during the month of January.

#### **Governance Committee (Shauna)**

Shauna thanked board members for completing the Act 55 training on time.

#### **Development Update (Jane)**

- **WissaGIVING Campaign:** Hit a goal of 20k with the help of a last minute donor who gave 5k.
- **Winter greeting cards-** went out in the mail December 11th
- **Spring Event-** Board members are expected to support the event by providing guest lists, auction items, and sponsorships.. Jane will reach out in January to provide an event date and more information on board responsibilities. Next meeting in February will be in person and will be a working meeting for the Spring event. Meeting time moved from 7:00 pm to 6:00 pm.

#### **CEO Report (Kristi)**

- **School Activities/Clubs:** Several have been added including Soccer, Bowling, Track, etc.
- **Spring Event**
  - Marsha Serlin was going to be honored and wasn't able to accept but we will send a plaque to thank and honor her
  - The Corson Family will be honored at the Spring event. Jef is a former Foundation Member and his son Flynn Corson is a current member.
  - Cortney Reid has been chosen this year to receive the Jeremy Nowak Award at the event.
- School had the opportunity to apply for a selective award from the Hamilton Family Charitable Trust. It is a two year award of \$25,000/yr.
- **Facilities:** Fernhill air quality project will stop for the moment. Fernhill campus is experiencing small floods, working with building engineers and landlords to ensure it doesn't continue happening.

**Enrollment Update:** Both campuses have reached full capacity. We will not be admitting any more students this year even if a student un-enrolls.

**As allowable through PA State Sunshine Laws, The Board of Trustees went into a Closed Executive Session to discuss a student matter at 6:56pm.**

**The board adjourned at 7:04 pm.** Dan led the motion and Anthony seconded. The board voted unanimously to end the meeting.

## **Action Items**

### **Board Members**

- Compass will reach out to schedule a meeting during January
- Begin brainstorming guest list, auction items, and potential sponsors for the Spring Event
- Note that the start time of the February Board Meeting has changed from 7pm to 6pm. The meeting will take place in-person at Fernhill Campus

### **Jane**

- Share event tasks with Board Members in January
- Inform Board Members of event date when confirmed

### **Kyonia**

- Update February meeting time on school website

