

**Wissahickon Charter School  
Board of Trustees Meeting  
August 5, 2022 9:30am-pm**

**Meeting Held at Wissahickon Charter School, Awbury Campus**

**Board Members Present:** Allora Buckshon, Charles Case, Justin Diberardinis, Erich Holland, Rachel Loeper, Shauna Mace, Samantha Mathews, Ohenewaa White-Ra, John Wylie, Rekyiah Abdul-Zahir

**Board Members Not Present:** Sylvester Mobley, Deb Levin, Anthony Coughlin

**Staff Present:** Kristi Littell, Jane Walsh, Kristy Hruska

**Board chair called the meeting to order at 9:43am.**

Justin D. provided introductions to new Board members and attendees.

**Some Good News (Kristi)**

Kristi shared the Mission of the school and reminded Board members that our goal is to spend the year recommitting to it. (Mission: families as partners, environmental mission, social-emotional work/mission.) Our hope is to reflect on who we are, why we do our work, who we are trying to serve, as the year progresses.

**Justin swore in new Board members.**

**Shauna led the group in a team building activity.**

Group members were asked to share what they hoped to accomplish while they are on the Board, establishing a personal mission for each member.

**Rachel reviewed the Board Governance Model and discussed the role of the Board within WCS.** Rachel reviewed the Board Evaluation Process and the results from June's survey.

(Guiding questions were: How do we determine health of the whole body? How do we want to evaluate ourselves? How do we want to define collective success?)

## Survey Results from June, 2022

### Strengths:

- Financial oversight
- Supporting the school through Covid
- Board member accessibility

### Goal setting:

- Advocacy for WCS/Friendraising
- Board understanding of race and equity
- CEO succession plan

Discussion continued around “How do we want to define success in June?”

- Define clear committee work
- Make sure that work is mission-aligned
- Friend-making/raising
- Attendance/communication of members
- Make reminders as an agenda item for each month

By-laws were reviewed and members discussed the minimum number of meetings that members should attend.

Shauna volunteered to check in with Board members monthly to review their commitments/personal mission to the Board. Jane suggested that a line could be added to the pledge that each Board member makes to take note of their personal commitment to the Board. Kristi would like to clearly define the scope of each committee.

**Board members broke into three committees to do committee work.** Members met to decide what work they would like to do this year and define goals for the year. Each committee shared what they discussed.

- **Governance Committee Goals:**
  - Recruit new Board members
  - Support Board goals
  - Perform evaluations for CEO and Board performance
- **Diversity, Equity, and Justice Committee Goals:**
  - Name changed to Diversity, Equity, and Justice Committee
  - Connect WCS to resources that support the work of looking at how environmental and racial justice intersect

- Host events such as speakers or films for the WCS/broad community
- **Finance Committee Goals:**
  - Review all financial reports with Charter Choices monthly prior to Board meetings.
  - Ask questions and partner to address financial challenges.

## **CEO Update by Kristi Littell**

### **Initiatives:**

- Attendance declined during the in-person year because of Covid health guidelines. Kristi will report back with a goal for student attendance.
- There is a new literacy initiative for K-5.
- Resuming trips, which support our environmental programs.
- SEL work. Introducing positive behavior - support program. Positive recognition for students.
- Work with families to provide connections/tools to handle what happens outside of school.
- Kick off conferences will happen for every family before the year starts. Families will come into the school in small groups to build relationships.

### **Facilities:**

Large projects at each campus. Fernhill “back space” is slated to be completed on September 1. Awbury is undergoing some playground work.

Projects may be completed without touching Foundation funds.

### **Water Quality Testing:**

Wissahickon conducts regular water testing. We’ve met all of the Philadelphia requirements until 2024. The Board discussed that we will not be testing the water this year.

### **-Resolution:**

Having met the requirements for water testing until 2024, Wissahickon will not conduct water quality testing this year.

Motion - John Wylie

Seconded - Charles Case

The Board voted unanimously to pass the motion.

**Covid Planning:**

Kristi shared that Wissahickon is taking a new approach with regards to Covid that is in line with other schools and guidance from local and national health authorities. Some aspects of this shift include: shorter isolation times when someone has a positive case of Covid-19, less rigid attendance restrictions when someone has symptoms, and no required quarantine when someone is exposed to Covid-19 at school. WCS will continue to offer 5 days of Covid Pay to any staff who must miss work due to an illness, household exposure, or childcare disruption. Kristi also shared the metrics that WCS will use to determine if masks are mandated or optional.

**The Board reviewed the Health and Safety plan including all revisions for the upcoming school year.**

**Hiring Update:**

WCS is experiencing a lower turnover rate when compared to neighboring schools. We have made 25 external hires, 10 internal moves for growth, and have 7 openings remaining.

**Development Update provided by Jane Walsh:**

Jane presented details regarding fundraising efforts in the 2021-2022 school year. While WCS didn't hold a spring fundraising event this year, we reached out to previous donors to see if they would still donate.

We are working on learning about individual donors through EITC, which allows state and federal tax credits. (Educational Improvement Tax Credit.)

**The Board Chair adjourned the meeting at 12:52pm.**

**Handouts that were distributed are attached.**

- Aug 5, 2022 Agenda
- Covid-19 Plan
- Development Summary

**Action Items:**

- Framework to be included in each agenda.
- How do we want to define success in June?
- Define clear committee work.

- Make sure that work is mission-aligned.
- Friend-making/raising.
- Attendance/communication of members.
- \*Make reminders as an agenda item for each month.