West Oak Lane Charter School  
Board of Trustees Meeting Minutes  
7115 Stenton Avenue  
Philadelphia, PA 19138  
Monday, March 23, 2020

**WOLCS Board:** Ava Willis-Barksdale; President, Sharmain Matlock-Turner, President Emeritus, Wes Somerville; Vice President, David R. Bright, Treasurer, Nicole McLaurin, Secretary, Irv Brockington, Dr. Linda Fleisher, Wendy Thomas, Stephen Hopkins, Ayana Bradshaw, Sylvia Watts McKinney, Darius Hurst-Rodney.

**WOLCS Staff:** Dr. Debbera Peoples-Lee, Sheila Royal-Moses, Michele Jones, Charletta Zeigler

**Guests:** Peter Costa, Business Manager – Santilli & Thomson

** Recorder:** Tamara Jackson

**Call to Order:** The meeting was called to order at 8:30am. Tamara Jackson completed Roll Call.

**Attendees:** Ava Willis-Barksdale, Wes Somerville, David R. Bright, Nicole McClurin, Dr. Linda Fleisher, Wendy Thomas, Ayana Bradshaw, Sylvia Watts McKinney, Darius Hurst-Rodney, Stephen Hopkins.

**Approval of Prior Meeting Minutes:** Monday, January 27, 2020
Motion for Approval made by: David R. Bright  
Seconded by: Wes Somerville  
Passed Unanimously

**Finance and Budget Committee Report: Introduced by David R. Bright, Chair**
Peter Costa reviewed the financial summary for February 2020. Mr. Costa stated that the finance committee held its meeting on Thursday, March 19, 2020 and all things are currently fiscally sound.

**Revenues:**
All revenues are being received in a timely manner.

**Expenses:**
All expenses are in line with the budget, no major discrepancies to report.

**Balance Sheet: INTERNAL STATEMENT**
Cash as of February approximately $3.2M  
Cash shows 98 days cash on hand

**Treasury Operations:**
Disbursements for the month of February 2020 total 588K and the items over $10K are listed in the financial report.

**Resolutions:**

**Resolution # 37-19/20 Approval of New Hires & Resignations**
Motion for Approval made by Wes Somerville  
Seconded by Wendy Thomas  
Passed Unanimously

**Committee Reports:**

**Personnel & Compensation Committee Report: Presented by Sheila Royal-Moses, (Sharmain Matlock-Turner, Chair)**
Ms. Moses presented that we had a new hire on February 3, 2020 for our climate department, and we also received 3 resignations one teacher, one administrative assistant and one who we hired but never showed up.

**Resource & Development Committee Report: Presented by Michele Jones (Wes Somerville, Chair)**
No Report
Academic Affairs Committee Report: Presented by Charletta Zeigler (Sharmain Matlock-Turner, Chair)
Ms. Moses and Ms. Zeigler briefly explained that the team is working diligently to address the educational plan for our students. We have provided packest and loaner chrome books. The team is also meeting daily to figure out things that were working and things that are not. Ms. Moses and Dr. Lee are working collaboratively with the IT department to research the purchase of over 800 Chromebooks in the event we have to continue our school year remotely.

Governance & Nominating Committee Presented by Sharmain Matlock-Turner, Chair
No Report

CEO Report
Dr. Lee began her report stating that we are all overwhelmed by this global Coronavirus pandemic, today's WOLCS Overview is totally focused on being grateful, thankful, hopeful and prayerful! I am so very grateful for an awesome team of extraordinary WOLCS staff. Our WOLCS family of administrators, academic leaders, teachers, support staff, office staff, IT staff, and maintenance staff all came together to get the tough work done to ensure that all of our students have access to meaningful educational opportunities even under these difficult circumstances. In addition, I am grateful to our external team at Santilli & Thomson who are equipped to work remotely to ensure that our payroll and invoice processing continues in a timely and efficient manner. I am so very thankful for the teams’ flexibility, creativity, perseverance and commitment in addressing the challenges of this national emergency by planning well, assessing the needs of our students, staff and families and being more prepared than most schools and districts of meeting our communities where they are, as we move to a new normal. All of this being done even as the Coronavirus situation and the guidance we are receiving from the federal, state and city governments are ever evolving.

Our SPED lawyer Pat Hennessy was on a national conference call last week, with the U.S. Department of Education and other federal agencies with K-12 Stakeholders representing all 50 states. They discussed the Administration’s whole-of-government response to the Coronavirus outbreak as well as how to prevent the halt of education across America due to the COVID-19 outbreak! She shared with us a quote that I believe should be our touchstone as we all figure this out: “Do not let the perfect be the enemy of the good.” Education may look a bit different for the next few months and we may be communicating only remotely for longer than we ever imagined. But let’s not let the fear of making a misstep prevent us from making any steps at all. No matter what you are doing for your students and staff, as long as you are doing something. With that said, We are all in this TOGETHER! And I faithfully believe that WE WILL BE ALRIGHT!!! I am so very hopeful that all of you are taking care of yourselves and where possible, spending some quality time with your family. And lastly, I am so very prayerful that you and your families, as well as our entire school community continues to Be Well & Stay Well!

Meeting was adjourned at 9:33am

Motion for Approval made by: Sylvia Watts McKinney
Second by: Nicole McLaurin

The next Board Meeting is scheduled for Monday, April 27, 2020, 6:00pm-8:00pm, at West Oak Lane Charter School.