

**Wissahickon Charter School**

**Board of Trustees Meeting**

February 5, 2025, 6:00 pm - 7:30 pm

The meeting was held in person at the Awbury Campus,

815 East Washington Lane, Philadelphia PA 19138

**Board Members Present:** Rachel Loeper (Chair), Rekyiah Abdul-Zahir (Secretary), Michelle Alcaraz, Anthony Coughlin, Shauna Mace, Jason Manning, Dan Pereira, Ohenewaa White-Ra, Justin DiBerardinis, Michael Whisman

**Board Members Participating via Zoom Conferencing:** Erich Holland (Vice Chair), Allora Buckshon (Treasurer)

**Board Members Absent:** N/A

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

**Guests Present:** N/A

**Board Chair Rachel Loeper called the meeting to order at 6:10 pm after board members arrived and mingled.**

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

- Kristi shared that almost every student received acceptance into their high school of choice.

**Spring Event Discussion (Jane)**

Jane requested that everyone prioritize the following event tasks: guest list, auction items, and sponsorships. Jane indicated that completed Guest Lists were due by Friday February 7th.

Jane provided a Guide for Trustees which includes important deadlines and other event deadlines.

**Spring Event Work Time**

The board used this time to work on the guest list and potential auction items

**Consent Agenda (Rachel)**

The Consent Agenda included the minutes from the December meeting, as well as the financial transactions for December and January, and the check disbursements for those months. It also covered the sibling and founder preference policy. The board voted unanimously to approve the Consent Agenda. The motion was led by Dan and seconded by Ohenewaa White-Ra.

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

The board voted unanimously to approve the Financial Statements. Rekyiah led the motion and Justin seconded.

- WCS continues to meet or exceed all Key Performance Indicators for financial health.

**As allowable through PA State Sunshine Laws, The Board of Trustees went into a Closed Executive Session to discuss a student matter at 7:20 pm.**

**The board adjourned at 7:30 pm.** Anthony led the motion and Ohenewaa seconded. The board voted unanimously to end the meeting.

### **Action Items**

#### **Board Members**

- Provide guest list, auction items, and potential sponsors for the Spring Event

### Supporting Documents

- Board Auction Tracking 2025
- WCS Board Meeting Agenda - 2-5-2025
- WCS Financial Statement 2025-01
- Guest List
- Consent Agenda
  - Board Meeting Minutes 12.11.24
  - WCS Check disbursements 2024-12
  - WCS Check disbursements 2025-01
  - Sibling and Founder Preference Policies

