

**Wissahickon Charter School**

**Board of Trustees Meeting**

May 14, 2025, 6:00 pm - 7:30 pm

The meeting was held via Zoom Conferencing

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

**Board Members Absent:** Anthony Coughlin, Justin DiBerardinis,

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

**Guests Present:** (Vertex/formerly Charter Choices) Michael Whisman.

**Board Chair Rachel Loeper called the meeting to order at 6:02 pm**

Rachel opened the meeting by introducing a parent who addressed the board members about a student issue.

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

Kristi shared that Staff Appreciation Week was recently celebrated at both Awbury and Fernfill campuses. She highlighted the activities and events that took place during the week to show our appreciation for the staff. Additionally, Kristi expressed her gratitude to Rachel, as this was Rachel's last board meeting serving as Chair.

**Consent Agenda (Rachel)**

Rachel reviewed the documents included in the Consent Agenda. Dan Pereira led the motion to approve the Consent Agenda, and Erich Holland seconded the motion. It was unanimously approved.

**Finance and Audit Committee Update ( Mike Whisman)**

The March financial report was reviewed. The organization continues to meet its financial metrics and maintains a healthy balance sheet. The board voted unanimously to approve the Financial Statements. Michelle Alcaraz led the motion, and Jason Manning seconded.

The Board reviewed the draft budget for 2025-2026. The budget will be up for approval at the June meeting. The finance and audit committee reviewed the audit and approved the auditor for the next year.

**Event Follow-up (Jane)**

Jane presented a slideshow about the event and announced that we successfully met our fundraising goal. However, she emphasized that we still need to work towards achieving our annual goal. Jane highlighted the successful auction items and identified areas for improvement, including overall attendance and the formation of new connections. She suggested strategies to boost personal attendance for next year and invited the board to contribute additional ideas for improvement. A follow-up survey will be provided.

### **Governance Committee Update**

Kristi shared that the board is looking to add more members. Board members were encouraged to consider potential candidates for future additions. Two Golub Capital Board Fellows who are MBA candidates from Wharton are collaborating with the board on various projects and will be with us for a year. Kristi will invite them to the June meeting. Justin has agreed to lead the June meeting. The board is also seeking a Vice Chair to support Erich Holland, the future Chair. Shauna mentioned that board evaluations have been distributed, including one for the CEO and a self-evaluation. Results will be reported on in June.

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

**Diversity, Equity, and Justice Spotlight** - The school read the book *Culturally Responsive Teaching and the Brain* together, and the school plans to continue similar work.

### **Strategic plan**

Currently, the school is facing a challenging hiring environment. We are evaluating our current hiring practices to consider if there are ways to streamline the process.. Kristi mentioned she appreciates additional thoughts on improving the hiring process.

As allowable through PA State Sunshine Laws, The Board of Trustees went into a Closed Executive Session to discuss a *student* matter at 7:26 pm.

The Board left closed session at 7:47 pm. The board voted unanimously to approve the matter discussed in closed session. Rekyiah led the motion to adjourn and Dan seconded.

**The board adjourned at 7:47 pm.**

### **Action Items**

**Board Members:** Complete evaluation for the CEO and self-evaluation  
**Jane:** Provide an event follow-up survey

### **Supporting Documents**

- WCS Board Meeting Agenda 5-14-25
- WCS Financial Statement 2025-04
- 24-25 Compensation Model
- 2024-2025 PFT Salary Schedule
- 2026 Golub Capital board Fellows Final
- Nussrallah Spencer Resume
- Suggs\_Wesley Resuma
- Consent Agenda
  - Board Meeting Minutes 3.12.25
  - FID proposal
  - WCS 2025-2026 draft Budget
  - WCS Check Disbursements 202504

