

Wissahickon Charter School
Board of Trustees Meeting
August 18, 2025, 9:22-10:48am
Meeting held via Zoom Conferencing

Board Members Present: Erich Holland (Chair), Shauna Mace (Vice Chair), Jason Manning, Ohenewaa White-Ra, Dan Pereira, Michelle Alcaraz

Board Members Absent: Allora Buckshon (Treasurer), Rekyiah Abdul-Zahir (Secretary)

Staff Present: Kristi Littell (CEO), Jane Walsh (Director of Development)

Guests Present: Clara Reyes (Morris Arboretum)

Erich called the meeting to order at 9:22am.

Morning Meeting Share and Some Good News (Kristi)

The Board participated in a “Morning Meeting” activity, modeled on daily student practice. The prompt was: *What are you watching and/or reading right now?*

Kristi also shared positive news regarding new staff hires.

Consent Agenda (Erich)

The Consent Agenda included the following items:

- June 11, 2025 Meeting Minutes
- WCS Employee Handbook (2025–2026)
- WCS Student & Family Handbook (2025–2026)
- June 2025 Check Disbursements
- Confidential Settlement Agreement

The board voted unanimously to approve the Consent Agenda. The motion was led by Dan and seconded by Michelle.

Finance Update (Erich)

Erich presented the finance report:

- **Cash Balance:** \$11,981,387 at June 30, 2025 (up from \$11,453,218 at June 30, 2024), representing 194.6 days of cash on hand.
- **Liabilities:** Current liabilities were approximately \$27,431 higher than prior year due to the timing of invoices.

- **Current Ratio:** Remained strong at 5.3 (vs. 5.2 last year).
- **Budget-to-Actual (FY25):** Final reconciliation showed 713 regular education students (budgeted 735) and 259 special education students (budgeted 225). Four students enrolled from outside the Philadelphia School District.
- **State Budget Delay:** As of August 5, 2025, the Pennsylvania state budget had not been finalized. This is delaying distribution of state and federal subgrants (Title funds, IDEA). While most districts are still making charter school payments, there is a risk of delayed or suspended payments. WCS's strong cash position provides stability in the meantime.

Erich called for a motion to approve the Financial Statements. Shauna led the motion, and Jason seconded. The board voted unanimously to approve the Financial Statements.

Development Update (Jane Walsh)

Jane provided information on our FY25 fundraising totals, which are still being finalized. She hopes to provide an update to the board before the next meeting.

Jane informed the board that, as a group, they raised over \$17,000 last year. This includes Board Members' personal giving as well as gifts and auction items that they solicited. The Development Committee will work on forming a collective board goal for the coming school year.

Finally, Jane reported that she would be sending Board Pledge forms out via email to all Board Members before the September meeting.

CEO Report (Kristi)

- **Professional Development:** New Staff PD was held last week. The new employees provided positive feedback on the sessions.. All Staff PD begins Wednesday.
- **Hiring:** WCS is still hiring a few more positions but most hiring is complete.
- **Facilities:** The Operations team has been busy preparing for the start of the school year. WCS contracted with a new cleaning company and work has been delayed as a result of the transition but the buildings will be ready for the start of the year.
- **Strategic Plan:** Kristi provided an update on our Five-Year Strategic Plans, including ways in which we are sourcing information to build our new salary scale.

The board adjourned for its annual retreat at 10:48am.

Supporting Documents:

- Board Meeting Minutes 6.11.25
- Board Meeting Agenda 8.18.25
- 25-26 Board Member Expectations
- Board_Committee_Workbooks_Printable

- WCS Financial Stmts 202506 final
- Legal Agreement

Action Items:

- Board Members to reach out to contacts who may be interested in the Hearing Officer role