

Wissahickon Charter School
Board of Trustees Meeting
October 15, 2025, 5:59 - 7:39 PM
Meeting held via Zoom Conferencing

Board Members Present: Erich Holland (Chair), Shauna Mace (Vice Chair), Allora Buckshon (Treasurer), Rekyiah Abdul-Zahir (Secretary), Dan Pereira, Jason Manning, Ohenewaa White, Ahsiya Posner Mencin

Board Members Absent: Michele Alcaraz

Staff Present: Kristi Littell (CEO), Jane Walsh (Director of Development), Ilana Lipowicz (Executive Assistant)

Guests Present: Annie Chen-Prashaw (Vertex)

Erich called the meeting to order at 6:06 PM.

Welcome & Introductions (Erich)

The Board shared introductions to welcome new member Ahsiya.

Swearing In of New Member (Kristi)

Ahsiya was sworn into the WCS Board.

Good News (Kristi)

The Board shared good news. Kristi shared that WCS has chosen Educlimber as an all-in-one platform to view a broad range of student data, and data from this year shows that student attendance is up.

Consent Agenda (Erich)

The Consent Agenda included the following items:

- September 17, 2025 Meeting Minutes
- September 2025 Expenses

The Consent Agenda was unanimously approved by the Board. The motion was led by Ohenewaa and seconded by Jason.

Wissahickon Charter School
Board of Trustees Meeting
October 15, 2025, 5:59 - 7:39 PM
Meeting held via Zoom Conferencing

Financial and Audit Committee Meeting Report (Allora)

- Allora reviewed the proposed Finance and Audit Committee Charter and asked Board members to review it before the next meeting for a vote.
- Votes will also be taken on the updated Governance and Development Committee charters.
- Recruitment continues for an additional Finance Committee member.
- All committee charters will be stored in a shared drive folder for easy access.
- The Finance Committee met with Truist to review investment performance. The Foundation Board Chair will attend next month's Board meeting to discuss Foundation assets.

Finance Update (Annie)

- Annie reviewed financial statements and shared the first projections for the year; the financial position remains strong.
- A positive revenue variance is expected due to higher-than-budgeted district payments.
- No change in the state budget; only federal food service funds are currently being received.
- Audit work with Barbacane is underway, with a draft expected soon and the final report to be presented to the full Board in January.
- Financial statements were approved unanimously by the Board. The motion was led by Jason and seconded by Dan.

Governance Committee Update (Shauna)

- Recruitment remains active, though several candidates are on hold while focus shifts to filling Finance Committee and development-related roles.
- Kristi discussed possibly hiring a former Board member as paid hearing officer.
- The committee is working on defining and improving the Board onboarding process
- The committee discussed Board size and agreed active recruitment for two additional members is needed.

Development Committee Update (Jane & Dan)

- **Fundraising (Jane):** Goal for the year is \$775K in unrestricted funds; about half raised, including a recurring \$200K gift. Roughly \$45K in pending grants; environment is increasingly competitive. Continuing to explore new foundations and grant prospects.
- **Committee Update (Dan):** Ahsiya joined the development committee, bringing membership to four.

Wissahickon Charter School
Board of Trustees Meeting
October 15, 2025, 5:59 - 7:39 PM
Meeting held via Zoom Conferencing

- **Board Contributions (Dan):** Board members will complete annual contribution forms prior to the next meeting.
- **Wissagiving (Dan):** Nov 3–7, goal \$20K with a \$5K match from Alavis. Theme is joy and raised funds will go towards field trips, assemblies, and other fun experiences. Board members asked to share campaign posts daily and promote via personal networks.

CEO Report (Kristi)

- **DEI Share:** Kristi shared an overview of the school’s behavior tracking and support system, designed to promote consistency and help identify students who may need additional support.
- **Strategic Plan:** Kristi shared the tracking tool for the strategic plan and is exploring ways to engage the Board.
- **Operational Challenge:** Leadership is grappling with how to manage late student pickups after school. WCS currently charges fees after a 15-minute grace period but it is often difficult to get some families to follow through on payments.

7:22 PM

The Board of Trustees entered a closed session to discuss a confidential student matter as allowable through PA State Sunshine Laws.

Closed Session adjourned at 7:38 PM.

Motion to approve the item discussed in closed session was led by Shauna and seconded by Ohenewaa. Ahsiya abstained. Otherwise, all approved.

Board Meeting adjourned at 7:39 PM.

Supporting Documents:

- Board Meeting Minutes 9.17.25
- Board Meeting Agenda 10.15.25
- WCS Financial Statements September 2025
- Board Development Update 10.15.25
- WissaGIVING Templates 2025

Wissahickon Charter School
Board of Trustees Meeting
October 15, 2025, 5:59 - 7:39 PM
Meeting held via Zoom Conferencing

Action Items:

- Share all committee Charters with Ilana prior to November meeting
- Complete annual contribution forms prior to November meeting
- Share WissaGIVNG campaign posts daily during week of October 3-7