

Wissahickon Charter School
Board of Trustees Meeting
November 19, 2025, 6:06 - TIME PM
Meeting held via Zoom Conferencing

Board Members Present: Erich Holland (Chair), Shauna Mace (Vice Chair), Allora Buckshon (Treasurer), Dan Pereira, Jason Manning, Michele Alcaraz

Board Members Absent: Rekyiah Abdul-Zahir (Secretary), Ohenewaa White, Ahsiya Posner Mencin

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

Guests Present: Annie Chen-Prashaw (Vertex), Spencer Nussrallah (The Wharton School of UPenn), Wes Suggs (The Wharton School of UPenn)

Erich called the meeting to order at 6:06 PM

Welcome & Norms (Erich)

Erich shared the meeting agenda.

Some Good News & Board Good News (Kristi)

Kristi and the Board shared some good news. Kristi shared that the fourth graders had a wonderful experience learning poetry from renowned spoken word poet, and former WCS parent, Ursula Rucker.

Consent Agenda (Erich)

The Consent Agenda included the following items:

- October Board Meeting minutes
- October expenses
- 2026-2027 calendar
- Development Committee Charter
- Finance Committee Charter

The Consent Agenda was unanimously approved by the Board. The motion was led by Shauna and seconded by Allora.

Finance and Audit Committee Meeting Report (Allora & Annie)

Allora:

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- Pennsylvania has approved a state budget
- Allora reviewed the audit process and timeline with the Board.
- The finance committee agreed on an amount for holiday staff bonuses.
- Enrollment numbers are high; soon Kristi will be able to announce to staff that student recruitment efforts are over for the 25-26 school year.

Annie:

- Annie shared a summary of financials for October.
- Key outcomes from Pennsylvania state budget approval for WCS:
 - An additional \$70K in security grants
 - Additional SPED funding coming from PSD
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- Outstanding federal receivables will continue to decrease over coming months
- Budget vs. Actual: enrollment right on track with budget. WCS is meeting all KPIs.
- The Financial Statements were unanimously approved by the Board. The motion was led by Jason and seconded by Michele.

Kristi:

- Kristi shared that due to budget surplus, the finance committee would like to offer a \$1000 winter bonus.

The winter bonus was unanimously approved by the Board. The motion was led by Jason and seconded by Michele.

- Per our Strategic Plan, Wharton Fellows, Wes and Spencer, will review comparative salary data and explore strategies to strengthen WCS's compensation and salary scale
- Also, per the Strategic Plan, the Development team aims to increase fundraising to support more competitive salaries.

Governance Committee Report (Shauna)

- Recruitment update: Board continues to recruit. Currently the Board has 9 members, two of whom are completing terms at the end of 25-26 SY. Potential members who can support the finance committee are being prioritized as well as a potential formal hearing officer.
- Kristi asked the Board to appoint Niema Golphin, former Director of Culture for WCS, to serve as the Hearing Office for 2025-26.

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The motion to appoint Niema Golphin as the Hearing Officer was made by Jason and seconded by Allora. The motion was approved unanimously.

- The Governance Committee Charter has been updated and will be in the Consent Agenda for the January meeting.

Development Committee Report (Jane)

- Annual fundraising goal is \$775K, up \$50K from last year. Current total is \$440K including pledged and received gifts.
- WCS just received a \$15K grant from PNC Charitable to support new sports league.
- WissaGIVING fundraiser was a huge success, raising a record \$38.6K.
- Jane recommends targeted recruitment & networking for the Board towards major businesses that are expanding to Philadelphia.

CEO Report (Kristi)

- DEIB Share: It is Native American Heritage month and students are doing lessons and projects that highlight Native American cultures.
- The Awbury campus has joined the “GOOSE” trend (Get Out Of School Early). Employees with perfect attendance are entered into a drawing, and one winner is selected to leave early. Admin celebrates the winner with upbeat music, dancing, and a light-hearted sendoff. After a long search, the Literacy Specialist role has been filled by Tammi Johnson who is an excellent fit for the role.
- The charter school lottery process is changing. It is still a blind lottery, but now families will be able to rank their choices. Due to the lottery change, WCS is bringing back open houses for families.
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- Strategic Plan snapshot: WCS on track to meet family involvement goals. Steps include:
 - Rolling out the new family–school agreement at Back-to-School Night (completed)
 - Tracking positive phone calls home (on track)
 - Virtual trainings (not yet started)
 - One family event per trimester (on track)
 - Each homeroom inviting families once per year (on track)

7:30 PM

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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 7:42.

Board Meeting adjourned at 7:42.

A motion to adjourn was made by Dan and seconded by Jason. The motion was passed unanimously.

Supporting Documents:

- Board Meeting Minutes 10.15.25
- Board Meeting Agenda 11.19.25
- WCS Financial Statements October 2025
- Calendar Draft 26-27
- Development Committee Charter
- Finance & Audit Committee Charter
- Governance Committee Charter

Action Items:

- Continue to reach out to networks for potential Board members.
- Add finalized Governance Committee Charter to Consent Agenda for January Board meeting.