

Wissahickon Charter School

Board of Trustees Meeting

January 21, 2026: 6:17 - 7:44 PM

Awbury Campus – 815 E. Washington Ln, Philadelphia

Board Members Present: Erich Holland (Chair), Shauna Mace (Vice Chair), Jason Manning, Michelle Alcaraz, Ahsiya Posner Mencin, Dan Pereira, Oheneewaa White

Board Members Absent: Allora Buckshon (Treasurer)

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

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

Erich called the meeting to order at 6:17 PM.

Welcome, Norms & Food (Erich)

Erich reviewed the agenda.

Some Good News & Board Good News (Kristi)

Kristi offered that some good news was to be together in person. Kristi took the Board on a walk through the halls to show the Board the school and the student work on display.

Consent Agenda (Erich)

The Consent Agenda included the following items:

- November Board meeting minutes
- Revision to May 2025 Board meeting minutes
- November & December expenses
- Governance & Nominating Committee Charter

Shauna informed the Board that the Governance Committee will now be called by the Governance & Nominating Committee.

Due to the requirement to include the names of members of the public who attend Board meetings, as flagged in the May 2025 Board meeting minutes, the Board agreed that in the future, family members who attend the Board meeting will be informed that their names will be included in the meeting minutes.

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The Board unanimously approved the Consent Agenda. The motion to approve was led by Michelle and seconded by Jason.

Finance and Audit Report (Annie)

Annie shared a summary of the financials for December:

- Healthy cash balance, liabilities and ratio
- The budget-to-actual for six months ended on December 3.
- Some variances due to increase in special ed students, bonuses, and supplies

Annie shared highlights from the recently completed audit:

- The audit was completed with no findings.
- One major variance from FY 24 audit to FY 25 audit is attributed to the absence of Esser funds which were last given in FY 24.
- Expenses were mostly aligned between FY 24 and FY 25.

The Board unanimously approved the audit and financial statements. The motion was led by Shauna and seconded by Dan.

The Board took a few minutes to complete their statements of financial interest.

Board Member Update (Erich)

Erich shared that Rekyiah Abdul-Zahir stepped down from the Board. Kristi expressed her gratitude for Rekyiah's work on the Board.

Jason volunteered to take on the now vacant role of Secretary. The Board unanimously voted in Jason as Secretary. The motion was led by Ahsiya and seconded by Michelle.

Development Committee Report (Jane)

Jane gave an overview of the spring event coming up in April:

- The three main areas for Board contribution are the guest list, auction items, and sponsorships.
- The Board will use the auction spreadsheet to collaborate on auction item collection.
- The LEAP honoree is Foundation Board Chair Peter Fleming and the honoree of the Nowak Award is the Malcolm Jenkins Foundation.

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Jane led the Board in an exercise called *The Three Circles of Fundraising* to help Board members recognize the depth of their networks.

Jane will share deadlines for guest list and auction items.

CEO Report (Kristi)

A potential new Board member named Bryan McAllister has met with Kristi and will be sending his resume for Board review. Kristi shares that Bryan is a pastor and an airforce veteran who has also worked for an organization supporting young people through court hearings. He understands the work of development through his work as a minister.

WCS will be starting two new food initiatives:

- Freddie and Friends is a program providing schools with a freezer and free heat-and-eat fully cooked meals for families.
- A farm stand will start providing free fresh produce to families twice a week at dismissal.

Per the strategic plan, WCS just completed an environmental audit. The audit contained many positive findings and some areas for improvement:

- Certain scents and smells such plug-ins may be triggers for asthma.
- Fur-bearing animals in Fernhill's discovery classroom may be an asthma trigger, even for students who are not allergic.
- Idling cars and buses contribute additional pollutants.

Kristi shared about some recent visits with friends of the school.

Kristi reviewed some potential expenses around building maintenance. There is an ongoing issue with siding at Awbury and with falling discs and ceiling panels at Fernhill.

Kristi shared about the challenge of teacher certification:

- Under Title I regulations, if fewer than 75% of lead teachers are certified, a school must notify the families of students taught by uncertified teachers. WCS is currently below the 75% certification threshold and has sent the required notifications. No families have contacted the school with questions.

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- The ongoing teacher shortage continues to be a challenge. Last year, WCS revised its salary scale to provide an additional \$2,000 to teachers who are certified in their grade level or content area. WCS also plans to assess the certification needs of all uncertified teachers and support them in obtaining certification. Current supports include a small tuition-reimbursement grant and coverage of all required testing fees.

Board Meeting adjourned at 7:44 PM.

A motion to adjourn was led by Michelle and seconded by Dan. The motion was passed unanimously.

Supporting Documents:

- November Board meeting minutes
- Revision to May 2025 Board meeting minutes
- November & December expenses
- Governance & Nominating Committee Charter
- WCS Financial Statements November 2025
- WCS Financial Statements December 2025
- BTCPA Audit
- Spring Benefit and Silent Auction Guide 2026
- Board Auction Tracking 2026

Action Items

- The Board will work on their guest lists and auction item collection for the spring event.