

Wissahickon Charter School
Board of Trustees Meeting
April 15, 2026: 6:03 - 7:24 PM
Meeting held via Zoom Conferencing

Board Members Present: Erich Holland (Chair), Shauna Mace (Vice Chair), Allora Buckshon (Treasurer), Jason Manning (Secretary), Ohenewaa White, Bryan McAllister, Michelle Alcaraz, Dan Pereira

Board Members Absent: Ahsiya Posner Mencin

Staff Present: Kristi Littell (CEO), Tiffany Days (Network Director of School Operations), Jane Walsh (Director of Development), Ilana Lipowicz (Executive Assistant)

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

Erich called the meeting to order at 6:03 PM.

Welcome (Erich)

Erich reviewed the agenda with the Board.

The Board shared a moment of silence for a student who recently passed away.

Some Good News & Board Good News (Kristi)

Kristi and the Board shared some good news.

Consent Agenda (Erich)

The Consent Agenda included the following items:

- March Board Meeting Minutes
- March Expenses

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

Facilities Update (Tiffany)

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Tiffany introduced herself to the Board and explained her role. She gave updates on all of the departments she oversees:

Lunch: Lunch was Tiffany's area of focus this school year. She focused on improving breakfast incentives and returning to our composting roots. The lunch staff is meeting their goal to create and maintain a joyful lunchroom environment and to build relationships with students.

Recess: The recess priorities are always safety and fun. There was a lot of indoor recess this winter due to weather, but recess staff succeeded in making recess fun and engaging for students.

After School Program: Our ASP is run by DHS and is a paid parent program. This year, ASP passed its audit with flying colors as it has in previous years.

Front Office: The front office is the central station of the school. They are the first line of communication into and out of the school. The front office handles enrollment; this year, strategically over-enrolling to account for late drops helped us meet enrollment caps. In March, the front office evaluates the past year and plans for next school year. This year, the front office shined in driving attendance incentives such as showing students' names on screen as they arrive and monthly perfect attendance dance parties.

Nurse: This year WCS was 100% compliant with immunizations but has not achieved herd immunity due to families opting out for religious reasons. The nurse's office makes families aware of the potential risks, such as students missing school if they were to get sick with measles.

Facilities: Facilities are doing well. Last year we changed cleaning companies and this summer will again change vendors at Fernhill. Awbury is dealing with an issue with falling siding which is currently pending determination of who is responsible for the cost. Fernhill is dealing with asbestos above the ceiling. WCS and building owners are in discussions over remediation. Both campuses will have some work done over the summer.

Overall, Tiffany's facilities goals are on track to be reached, and she continues to focus on safety, joyfulness, and a well functioning environment.

Finance and Audit Committee Report (Allora & Annie)

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Allora shared that a draft budget is in process and the Finance Committee plans to share it at next month's meeting. Kristi would like to finalize salary updates as soon as possible so they may be shared with the existing staff for retention purposes and shared with new hires as well. In the coming months, Magnolia Consulting will join a Board meeting and share their findings on WCS's SPED and MTSS programs.

Annie reviewed the financials with the Board. No significant change to the balance sheet. Largest variance in budget vs. actual is due to a higher number of SPED students than budgeted for, increasing revenue.

Fund balance and KPIs are healthy. The Board discussed how to address the potential costs of the siding issue at Awbury and asbestos at Fernhill.

A motion to approve the financial statements was led by Allora and seconded by Shauna. The financial statements were unanimously approved by the Board.

Development Committee Report (Jane)

Jane shared that we are currently at ~\$730K of our \$775K annual fundraising goal. This does not yet include auction purchases and a pending grant application.

We have surpassed the Spring Event sponsorship goal of \$140K and have raised ~\$170K. Fundraising had great support this year from honoree Peter Fleming.

Jane thanked the Board for their work soliciting auction items. The auction website is now live. Jane requested that the Board now focus on driving attendance and letting those who cannot attend know that they may still participate in the auction remotely. The Board shared who they are bringing to the event, and Jane and Kristi shared some tips for the event.

Governance Committee Report (Shauna)

Jason shared that the CEO Evaluation Survey will go out to school staff by the end of the week.

Shauna shared progress with Board recruitment. There are a few potential candidates in the pipeline. There are currently nine Board members, so we are interested in adding an additional two or three.

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CEO Report (Kristi)

PSSA Testing starts next week. WCS holds half days on testing days so students can rest. Students attended a pep rally to get them excited, and students will be offered incentives for good testing behavior. Some students can't wait to take the PSSAs!

Hiring season has begun. So far there are not many openings: four at Awbury and three at Fernhill. There are no trends in reasons for leaving.

Kristi has connected through the Malcolm Jenkins Foundation to Fiesta Schoolyards. There is potential for funding for a new playground at Fernhill.

A student passed away over spring break. Kristi shared how the staff came together to support one another and the students in processing this loss.

This week, there was a shooting near Awbury during the school day. The Awbury campus went into lockdown. Some students were at the Awbury Arboretum for forest school, and they were able to be returned safely to school in a school bus. This occurrence brought to the leadership team's attention that the difference between lockdown and shelter-in-place needs clarification to staff.

The Board entered a closed session to discuss a confidential student matter legally allowably through PA State Sunshine Laws at 7:17 PM.

The Board exited the closed session at 7:23 PM.

The Board unanimously voted to approve the item discussed in closed session. A motion to approve was led by Jason and seconded by Ohenewaa.

The meeting adjourned at 7:24 PM.

Supporting Documents:

- Meeting Agenda
- March Board Meeting Minutes
- March Financial Statements
- March Check Disbursements

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Action Items

- Invite friends and family to the Spring Benefit and to participate in the Silent Auction.