

**WESTMINSTER COMMUNITY CHARTER SCHOOL
AGENDA FOR BOARD MEETING TO BE HELD ON
WEDNESDAY, OCTOBER 30, 2024 3:30PM**
Location – Westminster Community Charter School

- 1) Call meeting to order
- 2) Review 09-25-24 Minutes
- 3) Public Comment Period
- 4) Café & Beyond Green Partnership {**Tegler**} 3:35pm-3:45pm
- 5) Principal Report {**Gerchman**} 3:45pm-4:05pm
- 6) Advisory Board Committee Discussion {**All**} 4:05pm-4:20pm
- 7) Financial Update {**Ferrino**} 4:20pm-4:35pm
- 8) Consider the adoption of the following resolutions:
 - 2024 - 051 APPROVAL OF EXPENDITURES OVER \$25,000.
 - 2024 – 052 APPROVAL OF VENDOR LIST.
 - 2024 – 053 WCCS BOARD MEMBER RESIGNATION.
 - 2024 – 054 APPROVAL OF CONTRACT WITH SCHOOLWORKS.
 - 2024 – 055 APPROVAL OF CRC STAR VENDING LLC.
 - 2024 – 056 CONTRACT WITH DANIELLE GREEN.
- 9) New Business **If required**

**WESTMINSTER COMMUNITY CHARTER SCHOOL
BOARD MEETING
OCTOBER 30, 2024 MINUTES**

In attendance at the Board meeting were:

Terenda Brown
Liz Czarnecki
Raquel Schmidt
Rosalyn Taylor

- Chair Schmidt called the meeting to order at 3:30p.m.
- The September 25, 2024 minutes were reviewed and approved.
- **Café Presentation** – Shannon Tegler shared an overview of the Café’s working partnership with Beyond Green consultants. Highlights included 2024-25 goals, actions taken to date, results from November 2023 to May 2024 and anticipated goals for the 2025-26 school year.
- **Principal Report** – Teresa Gerchman’s updates included iReady Reading and Math statistics, 2024-25 current DIBELS data for grades K-8, NYSITELL table, family impact events broken down by school and Two-Gen, current number of individuals receiving Two-Gen supports and the types of supports provided, quick stats to include enrollment, attendance, disciplinary action and staffing and current enrollment numbers broken down by grade. Additionally shared were the September classroom walkthroughs and how we are tracking against our strategic plan. Finally, a list of upcoming events October-December was shared.
- **Advisory Board Committee Discussion** – Pam Hokanson presented a 2024-25 board matrix broken down by race/ethnicity, community connections, financial resources, qualities, personal style, and areas of expertise that was completed after feedback was received from current board members. Raquel Schmidt reviewed the board committee membership from the 2023-24 school year and board members who were present chose what committees they would serve on for the 2024-25 school year. Amy Mesi will reach out to members who were not in attendance to identify their committee representation. Once that has been completed, Amy Mesi, on behalf of our board chair will reach out to WCCS teachers to gauge their interest in serving on a committee.
- **Financial Update** – Laura Ferrino reviewed the following financial reports: summary balance sheet as of September 30, 2024 and July 1, 2024 to June 30, 2025 actual vs. budget year to date.

After thorough discussion and upon motion duly made and seconded, the following resolutions were unanimously adopted by the Board of Trustees:

2024 - 051 APPROVAL OF EXPENDITURES OVER \$25,000.

- Buffalo Board of Education Benefits Dept. \$74,769.98
 - Highmark BC/BS (Sept 2024)
- NYSTRS \$166,314.92
- Philadelphia Insurance Companies \$109,077.00

2024 – 052 APPROVAL OF VENDOR LIST. Resolved: That the Westminster Community Charter School New Vendor List be approved.

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2024 – 053 WCCS BOARD MEMBER RESIGNATION. Resolved: That the resignation of Diane Cozzo as a board member of the Board of Trustees of Westminster Community Charter School be accepted.

2024 – 054 APPROVAL OF CONTRACT WITH SCHOOLWORKS. Resolved: That the contract with School Works, LLC to provide board strategic planning for Westminster Community Charter School be approved. The cost for these services is \$17,000.

2024 – 055 APPROVAL OF CRC STAR VENDING LLC. Resolved: That the contract with CRC Star Vending LLC be approved. There is no cost for this service.

2024 – 056 CONTRACT WITH DANIELLE GREEN. Resolved: That the contract with Danielle Green to provide vocal coach services for the 2024-25 school musical at Westminster Community Charter School be approved. The cost is \$2,000.

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Amy J. Mesi

Board Secretary