

**WESTMINSTER COMMUNITY CHARTER SCHOOL
BOARD MEETING
DECEMBER 18, 2024 MINUTES**

In attendance at the Board meeting were:

Terenda Brown
Jamie Oblatz
Raquel Schmidt
Rosalyn Taylor

- Chair Schmidt called the meeting to order at 12:10p.m.
- The November 20, 2024 minutes were reviewed and approved.
- **Principal Report** – Teresa Gerchman’s updates included and overview of the purpose of the SQR to include the general areas of strength for the school. CVT data comparison 2022-23,2023-24 and 2024-25, quick stats to include enrollment, attendance, disciplinary action and staffing and current enrollment numbers, grades K-8. Additionally shared were the October classroom walkthroughs and how we are tracking against our strategic plan along with corrective action plan details. Finally, a list of upcoming school events for December-January.
- **Advisory Board Committee Discussion** – Academic minutes were included as part of the board packet. Other committees will begin meeting in the new year.
- **Financial Update** – Pam Fekete reviewed the following financial reports: summary balance sheet as of November 30, 2024 and July 1, 2024 to June 30, 2025 actual vs. budget year to date. Laura Ferrino gave an overview of the pandemic relief grant spending for ESSER 1, ESSER 2 and ESSER 3 including total spend by category: academics, social/emotional, technology, facilities/operational continuity, professional development and, school safety.

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

2024 - 061 APPROVAL OF EXPENDITURES OVER \$25,000.

2024 – 062 APPOINTMENT OF BOARD SECRETARY. Resolved: That the appointment of Brittany Owens as Board Secretary for the Westminster Community Charter School, effective December 18, 2024, be approved.

2024 – 063 CONTRACT WITH LIFE TOUCH. Resolved: That the Lifetouch contract for 2024-25 school yearbook be approved. There is no cost to WCCS for these services.

2024 – 064 CONTRACT WITH SYNERGY. Resolved: That the contract with Synergy to provide Westminster Community Charter School with network server, desktop, printer, and hardware support from November 1, 2024 to October 31, 2025 be approved. The cost for this contract is \$3,181.25

2024 – 065 ELECTION OF NEW MEMBER TO THE BOARD OF TRUSTEES. Resolved: That Shala Wright, be elected as a member of the Board of Trustees until the next annual meeting, subject to approval by the Charter Authorizer, the Buffalo Board of Education.

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Additional business included a discussion to occur regarding board meeting times to accommodate possible new members.

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 1:05p.m.

Respectfully submitted,

Brittany Owens

Board Secretary