

**WESTMINSTER COMMUNITY CHARTER SCHOOL
AGENDA FOR BOARD MEETING TO BE HELD ON
WEDNESDAY, FEBRUARY 15, 2023 AT 3:30PM**

- 1) Call meeting to order
- 2) Review 01-25-23 Minutes
- 3) Public Comment Period
- 4) Principal Report {**Teresa Gerchman**} 3:30pm-3:50pm
- 5) Wendel WCCS HVAC Presentation 3:50pm-4:10pm
 - Kirk Burzynski, Senior Project Manager
 - Jim Winde, Director of Mechanical & Electrical Services
- 6) Advisory Board Committee Updates 4:10pm-4:20pm
 - Academic (**Czarnecki/Cozzo/Eisenbeis/Kim**)
 - Finance (**Eisenbeis/Czarnecki/Obletz**)
 - Governance & HR (**Obletz/Eisenbeis/Kim/Taylor**)
 - School Culture (**Brown/Cozzo/Mesi/Taylor**)
- 7) Financial Update {**Laura Ferrino**} 4:20pm-4:30pm
- 8) Consider the adoption of the following resolutions:
 - 2023 - 002 APPROVAL OF EXPENDITURES OVER \$25,000.
 - 2023 – 003 AGREEMENT WITH INDEPENDENT HEALTH FOUNDATION.
- 9) Other Business **If required**

**WESTMINSTER COMMUNITY CHARTER SCHOOL
BOARD MEETING
FEBRUARY 15, 2023 MINUTES**

In attendance at the Board meeting were:

Terenda Brown
Diane Cozzo
Rita Eisenbeis
Melissa Leopard
Roselyn Taylor

- 1) Vice Chairman Cozzo called the meeting to order at 3:31p.m.
- 2) The January 25, 2022 minutes were reviewed approved
- 3) Public Comment Period
- 4) **Principal Report** – updates include iReady growth monitoring and academic measures (reading and math), daily attendance (Sept-Jan), chronic absenteeism, discipline, and suspensions, classroom instruction rates overall currently 57% effective or higher (instructional strategies); June target 75%, current 2023-24 enrollment numbers, community engagement, professional development, and student events. Also shared a high-level update tied to the School Improvement Plan.
- 5) **Wendel WCCS HVAC Presentation** – James Winde and Kirk Burzynski reviewed the existing conditions and proposed options to replace the ventilation system at Westminster. After a feasibility study was completed, there are 3 options for replacement ranging from \$3.3 million to \$1.9 million. Depending on the option chosen equipment lead times range from 16 weeks to 35 weeks. Most of the work would occur in the basement. Work could be started during the summer and finished when equipment arrives on-site in the fall. The remainder of the work would be able to be accomplished without impacting the functionality of school operations.
- 6) **Advisory Board Committee Updates**
Academics – committee lead provided an overview of their meeting provided in the board packet.
Finance – no meeting held this month.
HR & Governance – no meeting held this month.
School Culture – committee lead provided an overview of their meeting provided in the board packet.
- 7) **Financial Update** – Laura Ferrino reviewed the following financial reports: summary balance sheet as of January 31, 2023 and July 1, 2022 to January 31, 2023 actual vs. budget year to date.
- 8) After thorough discussion and upon motion duly made and seconded, the following resolutions were unanimously adopted by the Board of Trustees:

2023 - 002 APPROVAL OF EXPENDITURES OVER \$25,000.

- Government Connection \$63,097.50

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2023 – 003 AGREEMENT WITH INDEPENDENT HEALTH FOUNDATION. Resolved: that the site agreement with Independent Health Foundation Good for the Neighborhood events held at Westminster Community Charter School (WCCS) for 2022-23 be approved. There is no direct cost to WCCS for this program.

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 5:37 p.m.

Respectfully submitted,

Amy J. Mesi

Board Secretary