

**WESTMINSTER COMMUNITY CHARTER SCHOOL
AGENDA FOR BOARD MEETING TO BE HELD ON
WEDNESDAY, MARCH 29, 2023 AT 6:00PM**

- 1) Call meeting to order
- 2) Review 02-15-23 Minutes
- 3) Public Comment Period
- 4) Principal Report {**Teresa Gerchman**} 6:00pm-6:30pm
- 5) Advisory Board Committee Updates 6:30pm-6:40pm
 - Academic (**Czarnecki**/Cozzo/Eisenbeis/Kim)
 - Finance (**Eisenbeis**/Czarnecki/Obletz)
 - Governance & HR (**Obletz**/Eisenbeis/Kim/Taylor)
 - School Culture (**Brown**/Cozzo/Mesi/Taylor)
- 6) Financial Update {**Laura Ferrino**} 6:40pm-6:55pm
- 7) Annual Conflict of Interest Statement {**Amy Mesi**} 6:55pm-7:00pm
- 8) Consider the adoption of the following resolutions:
 - 2023 – 004 MEMORANDUM OF UNDERSTANDING WITH FEEDMORE WNY.
 - 2023 – 005 AGREEMENT WITH PANORAMA EDUCATION.
- 9) Other Business **If required**

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In attendance at the Board meeting were:

Terenda Brown
Liz Czarnecki
Rita Eisenbeis
Callie Johnson
Jamie Oblatz

- 1) Chairman Eisenbeis called the meeting to order at 6:03 p.m. Due to inclement weather, the meeting originally scheduled to take place at Westminster Community Charter School was held via Zoom.
- 2) The February 15, 2023 minutes were reviewed approved
- 3) Public Comment Period
- 4) **Principal Report** – updates include high-level iReady proficiency levels, daily attendance (Sept-Feb), tardies, discipline to include proactive strategies and suspensions, classroom instruction rates overall currently 81% effective or higher (instructional strategies); June target 75%, current enrollment, 2023-24 enrollment numbers, community engagement, professional development, and student events. Also shared a high-level update tied to the School Improvement Plan. Principal Gerchman will provide an update on expulsions as well as an accounting of students that have left Westminster and gone back to Buffalo Public Schools at the April board meeting.
- 5) **Advisory Board Committee Updates**
Academics – committee lead provided an overview of their meeting provided in the board packet.
Finance – committee lead provided an overview of their meeting provided in the board packet.
HR & Governance – no meeting held this month. Pam Hokanson is working on the by-laws and will share a draft with the committee when complete. The Mission Statement will be revised in the Spring once it has been vetted with various sources (i.e., PAC Committee, families, teachers etc.)
School Culture – committee lead provided an overview of their meeting provided in the board packet.
- 6) **Financial Update** – Laura Ferrino reviewed the following financial reports: summary balance sheet as of February 28, 2023 and July 1, 2022 to June 30, 2023 actual vs. budget year to date.
- 7) After thorough discussion and upon motion duly made and seconded, the following resolutions were unanimously adopted by the Board of Trustees:

2023 – 004 MEMORANDUM OF UNDERSTANDING WITH FEEDMORE WNY. Resolved: that the agreement with Feedmore WNY to park a Farm Market truck and sell food to the general

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public at Westminster Community Charter School (WCCS) be approved. There is no direct cost to WCCS for this program.

2023 – 005 AGREEMENT WITH PANORAMA EDUCATION. Resolved: That the contract with Panorama Education to provide Westminster Community Charter School access to climate surveys and SEL including student, teacher/staff, family and community. The cost for this service which includes a license and technical support will not exceed \$6,500 per year.

8.) New Business – Principal Gerchman would like to offer staff the day off on May 26, 2023 in lieu of April 10, 2023 which is currently being offered by Buffalo Public Schools. There was discussion amongst the board members and a resolution will be put forth at the April board meeting.

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 7:28 p.m.

Respectfully submitted,

Amy J. Mesi

Board Secretary