

**WESTMINSTER COMMUNITY CHARTER SCHOOL
AGENDA FOR BOARD MEETING TO BE HELD ON
WEDNESDAY, MAY 24, 2023 AT 6:00PM**

- 1) Call meeting to order
- 2) Review 04-26-23 Minutes
- 3) Public Comment Period
- 4) Principal Report {**Teresa Gerchman**} 6:00pm-6:25pm
- 5) Advisory Board Committee Updates 6:25pm-6:35pm
 - 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**} 6:35pm-6:55pm
 - 2023-23 Draft Budget
- 7) Board Discussion {**All**} 6:55pm-7:00pm
 - Summer Board Retreat
 - Proposed 2024 Meeting Schedule
- 8) Consider the adoption of the following resolutions:
 - 2023 – 009 APPROVAL OF 2023-24 BUDGET.
 - 2023 – 010 CONTRACT WITH M&T BANK PLAZA EVENTS SERIES.
 - 2023 – 011 CONTRACT WITH RIVERWORKS.
 - 2023 – 012 CONTRACT WITH RONCO SPECIALIZED SYSTEMS.
- 9) Other Business **If required**

**WESTMINSTER COMMUNITY CHARTER SCHOOL
BOARD MEETING
MAY 24, 2023 MINUTES**

In attendance at the Board meeting were:

Terenda Brown
Diane Cozzo
Rita Eisenbeis
Callie Johnson
Thomas Kim
Melissa Leopard
Rosalyn Taylor

- 1) Chairman Eisenbeis called the meeting to order at 6:00 p.m.
- 2) The April 26, 2023 minutes were reviewed approved
- 3) Public Comment Period
- 4) **Principal Report** – updates include staffing observations (59 complete/6 outstanding), 2023-24 staffing, 2023-24 draft calendar, Action Plan updates, summer school plan for students K-8, enrollment/reenrollment, daily attendance, tardies (data issue resolved), discipline incidents and suspensions to include detail. Also shared a high-level update tied to the School Improvement Plan (SIP).
- 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.
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 April 30, 2023 and July 1, 2022 to June 30, 2023 actual vs. budget year to date. A high-level overview of the 2023-24 financial plan and the July 1, 2023 to June 30, 2024 proposed budget was reviewed.
- 7) 2024 Board Meeting Schedule and Summer Board Retreat – the proposed 2024 board meeting was reviewed. After discussion it was decided that two meetings a year will be held at the school; a Fall and Spring date were discussed. A Summer board retreat will be held in August facilitated by SchoolWorks. Proposed dates will be communicated to the board to determine availability.
- 8) After thorough discussion and upon motion duly made and seconded, the following resolutions were unanimously adopted by the Board of Trustees:

2023 – 009 APPROVAL OF 2023-24 BUDGET. Resolved: That the proposed Westminster Community Charter School Budget for Fiscal Year 2023-24 be approved.

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2023 – 010 CONTRACT WITH M&T BANK PLAZA EVENT SERIES. Resolved: That the contract with M&T Bank for Westminster students to perform at the annual M&T Plaza Event series be approved.

2023 – 011 CONTRACT WITH RIVERWORKS. Resolved: That the contract with Riverworks hosting a staff appreciation lunch on May 11, 2023 be approved. The cost is not to exceed \$3,000.

2023 – 012 CONTRACT WITH RONCO SPECIALIZED SYSTEMS. Resolved: That the contract with Ronco Specialized Systems to upgrade the current PA system be approved. The cost will not exceed \$14,000 for material and labor.

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 7:08 p.m.

Respectfully submitted,

Amy J. Mesi

Board Secretary