

**WESTMINSTER COMMUNITY CHARTER SCHOOL  
AGENDA FOR BOARD MEETING TO BE HELD ON  
WEDNESDAY, NOVEMBER 16, 2022 AT 3:30 PM**

- 1) Call meeting to order
- 2) Review 10-26-22 Minutes
- 3) Public Comment Period
- 4) WCCS 2021-22 Audit Review {**Hopkins**} 3:30pm-3:45pm
- 5) WCCS Needs Assessment {**Baggiano-Gramza/Gerchman**} 3:45pm-4:00pm
- 6) Principal Report {**Gerchman**} 4:00pm-4:20pm
- 7) Advisory Board Committee Updates 4:20pm-4:35pm
  - Academic (**Czarnecki/Cozzo/Eisenbeis/Kim**)
  - Finance (**Eisenbeis/Czarnecki/Obletz**)
  - Governance & HR (**Obletz/Eisenbeis/Kim/Taylor**)
  - School Culture (**Brown/Cozzo/Johnson/Taylor**)
- 8) Financial Update {**Ferrino**} 4:35pm-4:45pm
- 9) Consider the adoption of the following resolutions:
  - 2022 - 049 APPROVAL OF EXPENDITURES OVER \$25,000.
- 10) Other Business **If required**

**WESTMINSTER COMMUNITY CHARTER SCHOOL  
BOARD MEETING  
NOVEMBER 16, 2022 MINUTES**

In attendance at the Board meeting were:

Terenda Brown  
Liz Czarnecki  
Rita Eisenbeis  
Callie Johnson  
Thomas Kim  
Melissa Leopard  
Jamie Oblatz  
Rosalyn Taylor

- 1) Chairman Eisenbeis called the meeting to order at 3:30 p.m.
- 2) The October 26, 2022 minutes were reviewed approved
- 3) Public Comment Period
- 4) **2021-22 Audit Report** – Ms. Hopkins and Ms. Diallo from Lumsden & McCormick presented the 2021-22 audit report.
- 5) **WCCS Needs Assessment** - Alisha Baggiano-Gramza and Teresa Gerchman presented the Needs Assessment overview. Gaps in services include: Academic – need for tutoring; Social Emotional – need for individual and group student mentoring; Health & Nutrition – gaps in Kaleida Health services; and, Family & Community Engagement – overall communication needs. Actions taken and next steps for each gap were addressed.
- 6) **Principal Report** – updates include: iReady growth monitoring per grade in Reading and Math, suspensions, daily attendance (Sept-Oct), chronic absenteeism, discipline and suspensions YTD and steps being taken to address these issues, current classroom instruction rates overall currently 47% effective or higher (June target 75%), current enrollment numbers and plans in place to increase our numbers including a school-led Enrollment Committee, community engagement, professional development, and student events (Nov-Dec). Also shared a high-level update tied to the SIP Plan; along with the measures being used and the current progress.
- 7) **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 – committee members are working on by-laws and mission statement. Pam Hokanson is waiting to hear from a few remaining members to finalize Teresa Gerchman’s goals and objectives.  
School Culture – committee lead provided an overview of their meeting provided in the board packet.

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8) **Financial Update** – Laura Ferrino reviewed the following financial reports: summary balance sheet as of October 31, 2022 and income statement for October and YTD July 1, 2022 to October 31, 2022 actual vs. budget.

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

2022 - 049 APPROVAL OF EXPENDITURES OVER \$25,000.

- BTF - Supplemental \$33,000.00

10) **Other Business** – Pam Hokanson updated the board on the status of the interviews with Dr. Constance Moss which are currently on hold due to the advice of legal counsel.

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 5:05p.m.

Respectfully submitted,

*Amy J. Mesi*

Board Secretary