

**WESTMINSTER COMMUNITY CHARTER SCHOOL
AGENDA FOR BOARD MEETING TO BE HELD ON
WEDNESDAY, DECEMBER 21, 2022 AT NOON**

- 1) Call meeting to order
- 2) Review 11-16-22 Minutes
- 3) Public Comment Period
- 4) Principal Report {**Teresa Gerchman**} 12:05pm-12:25pm
- 5) Advisory Board Committee Updates 12:25pm-12:35pm
 - Academic (**Czarnecki/Cozzo/Eisenbeis/Kim**)
 - Finance (**Eisenbeis/Czarnecki/Obletz**)
 - Governance & HR (**Obletz/Eisenbeis/Kim/Taylor**)
 - School Culture (**Brown/Cozzo/Taylor**)
- 6) Financial Update {**Laura Ferrino**} 12:35pm-12:45pm
- 7) Consider the adoption of the following resolutions:
 - 2022 - 050 APPROVAL OF EXPENDITURES OVER \$25,000.
 - 2022 – 051 AGREEMENT WITH O’DONNELL & ASSOCIATES.
 - 2022 – 052 CONTRACT WITH SYNERGY.
 - 2022 – 053 CONTRACT WITH LANGUAGE LINE SOLUTIONS.
 - 2022 – 054 CONTRACT WITH LIFE TOUCH.
- 8) Other Business **If required**

**WESTMINSTER COMMUNITY CHARTER SCHOOL
BOARD MEETING
DECEMBER 21, 2022 MINUTES**

In attendance at the Board meeting were:

Terenda Brown
Diane Cozzo
Liz Czarnecki
Rita Eisenbeis
Callie Johnson
Jamie Oblatz
Rosalyn Taylor

- 1) Chairman Eisenbeis called the meeting to order at 12:25p.m.
- 2) The November 16, 2022 minutes were reviewed approved
- 3) Public Comment Period
- 4) **Principal Report** – updates include interim assessments grades 3-8, suspensions, daily attendance (Sept-Nov), chronic absenteeism, discipline, and suspensions current classroom instruction rates overall currently 65% effective or higher (standards-based instruction); June target 75%, current enrollment numbers, community engagement, professional development, and student events. Also shared a high-level update tied to the SIP Plan; along with the measures being used and the current progress.
- 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 – committee lead provided an overview of their meeting provided in the board packet.
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 November 30, 2022 and July 1, 2022 to November 30, 2022 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:

2022 - 050 APPROVAL OF EXPENDITURES OVER \$25,000.

- Blue Cross Blue Shield (November) \$71,723.97
- NYSTRS (Payment 3 of 3) \$162,447.08
- NYSLRS (Annual) \$30,370.00

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2022 – 051 AGREEMENT WITH O’DONNELL & ASSOCIATES. Resolved: That the agreement with O’Donnell & Associates to represent Westminster Community Charter School for lobbying services before the Administrative, Executive, and Legislative branches of government for New York State be approved. They will be compensated \$5,000 monthly for these lobbying services effective November 7, 2022 through November 6, 2023.

2022 – 052 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, 2022 to October 31, 2023 not to exceed \$3,400 be approved.

2022 – 053 CONTRACT WITH LANGUAGE LINE SOLUTIONS. Resolved: That the contract with Language Line Solutions to provide language interpretation services to Westminster Community Charter School effective December 7, 2022 until terminated (120-day notice required) be approved. The cost is \$.99 per minute based on call duration.

2022 – 054 CONTRACT WITH LIFE TOUCH. Resolved: That the Lifetouch contract for 2022-23 school yearbook be approved. There is no cost to WCCS for these services.

- 8) **Other Business** – Chairman Eisenbeis has asked the board to consider a mobile metal detector similar to what BPS will be installing at all of their schools by the close of 2022. At this time, we will wait to see how the implementation goes with BPS before proceeding. Additionally, Principal Gerchman was asked to socialize the idea with her Parent Committee.

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 1:06p.m.

Respectfully submitted,

Amy J. Mesi

Board Secretary