

**WESTMINSTER COMMUNITY CHARTER SCHOOL
AGENDA FOR BOARD MEETING TO BE HELD ON
WEDNESDAY, JULY 26, 2023 AT 6:00PM**

- 1) Call meeting to order
- 2) Review 06-28-23 Minutes
- 3) Public Comment Period
- 4) Principal Report {**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) Board Retreat {**Eisenbeis/Hokanson**} 6:35pm-6:40pm
- 7) 2023-24 School Calendar {**Eisenbeis**} 6:40pm-6:45pm
- 8) Financial Update {**Ferrino**} 6:45pm-6:55pm
- 9) Consider the adoption of the following resolutions:
 - 2023 - 027 APPROVAL OF EXPENDITURES OVER \$25,000.
 - 2023 – 028 CONTRACT WITH THE BUFFALO HEARING AND SPEECH CENTER.
 - 2023 – 029 CONTRACT WITH RAPTOR TECHNOLOGIES.
 - 2023 – 030 CONTRACT WITH SCHOOL PASS.
 - 2023 – 031 CONTRACT WITH OPTIMAL THERAPY ASSOCIATES SERVICES.
 - 2023 – 032 WCCS UNIFORM DRESS CODE POLICY.
 - 2023 – 033 CONTRACT FOR STUDENT WORKER SERVICES.
- 10) Other Business **If required**

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In attendance at the Board meeting were:

Terenda Brown
Diane Cozzo
Liz Czarnecki
Rita Eisenbeis
Thomas Kim
Melissa Leopard
Jamie Oblatz
Raquel Schmidt
Rosalyn Taylor

- 1) Chairman Eisenbeis called the meeting to order at 6:00 p.m.
- 2) The June 28, 2023 minutes were reviewed approved.
- 3) **Public Comment Period** – the following Westminster Community Charter School staff attended the meeting: Brian Macey, Maria Makowski, Kristyn Wind, Zara Sparacino, Kelsey Barrett, Rebecca Morrish, Danielle Gorsky, Jillian Robertson, Lesle Berkman, and Natalie Maida. They expressed appreciation to the board for their support and look forward to the upcoming school year and attending more board meetings.
- 4) **Principal Report** – updates include 2022-23 ESSA accountability status and focus areas for 2023-24, measurable goals for upcoming school year, student application status, and enrollment numbers by grade level, current 2023-24 org chart with changes due to current enrollment, current plan to stay on top of enrollment numbers and ways to encourage and support applicants, high-level update on the charter renewal, daily attendance, tardies, 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 – no meeting held this month.
- 6) **Board Retreat** - Chairman Eisenbeis discussed the upcoming retreat on August 10, 2023. The meeting, facilitated by SchoolWorks will focus on board practices, committees etc. Additionally, we will be holding a focus group meeting on August 31, 2023 from 1:00pm-3:00pm to talk about the school’s current mission statement. The meeting is open to school staff, parents, board members and stakeholders.
- 7) **2023-24 School Calendar** – Chairman Eisenbeis brought up for discussion the full solar eclipse expected to take place on April 8, 2024. She addressed concerns for student and staff safety. It was proposed the school schedule their annual safety drill to coincide and have

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early release at 12:30pm. After the meeting, and upon further review, this option is not available. Principal Gerchman is looking at other options and will bring in front of the board when available.

8) **Financial Update** – Laura Ferrino reviewed the following financial reports: summary balance sheet as of June 30, 2023 and July 1, 2022 to June 30, 2023 actual vs. budget year to date.

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

2023 - 027 APPROVAL OF EXPENDITURES OVER \$25,000.

- Highmark Blue Cross Blue Shield (Dec 2022-May 2023) \$438,530.37

2023 – 028 CONTRACT WITH THE BUFFALO HEARING AND SPEECH CENTER.

Resolved: That the contract with the Buffalo Hearing and Speech Center (BHSC) to provide speech services (\$71.10 per hour rate) to students at Westminster Community Charter School for the 2023-2024 school year be approved.

2023 – 029 CONTRACT WITH RAPTOR TECHNOLOGIES. Resolved: That the contract with Raptor Technologies to provide access support to a visitor/staff management system from July 1 2023 to June 30, 2024 be approved. The annual cost for this service is \$500.

2023 – 030 CONTRACT WITH SCHOOL PASS. Resolved: That the contract with School Pass to provide Westminster Community Charter School with a school dismissal system for a three-year term be approved. First year cost, \$4,450; second year cost \$4,562 and, third year cost \$4672.

2023 – 031 CONTRACT WITH OPTIMAL THERAPY ASSOCIATES SERVICES. Resolved: That the contract with Optimal Therapy Associates Services (OTAS) to provide therapy services to students at Westminster Community Charter School (WCCS) for the 2023-2024 school year be approved.

2023 – 032 WCCS UNIFORM DRESS CODE POLICY. Resolved: That the revised Uniform Dress Code Policy beginning school year 2023-24 be approved.

2023 – 033 CONTRACT FOR STUDENT WORKER SERVICES. Resolved: That two student workers performing various summer work duties from July 24 to August 24, 2023 be approved.

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 7:01 p.m.

Respectfully submitted,

Amy J. Mesi

Board Secretary