

**WESTMINSTER COMMUNITY CHARTER SCHOOL
AGENDA FOR BOARD MEETING TO BE HELD ON
WEDNESDAY, OCTOBER 25, 2023 AT 3:30PM**

- 1) Call meeting to order
- 2) Review 09-27-23 Minutes
- 3) Public Comment Period
- 4) Principal Report {**Gerchman**} 3:30pm-4:00pm
- 5) Assistant Principal Report {**Makowski/Wilson**} 4:00pm-4:10pm
- 6) WCCS Library Projects {**Gorsky**} 4:10pm-4:20pm
- 7) Advisory Board Committee Updates 4:20pm-4:30pm
 - Academic
 - Finance
 - Governance
 - School Culture
- 8) Financial Update {**Ferrino**} 4:30pm-4:40pm
- 9) Board Retreat Update {**Eisenbeis**} 4:40pm-4:50pm
- 10) Consider the adoption of the following resolutions:
 - 2023 - 047 APPROVAL OF EXPENDITURES OVER \$25,000.
 - 2023 – 048 APPROVAL OF VENDOR LIST.
 - 2023 – 049 APPROVAL OF 2023-24 STAFFING RESIGNATIONS.
- 11) Other Business **If required**

**WESTMINSTER COMMUNITY CHARTER SCHOOL
BOARD MEETING
OCTOBER 25, 2023 MINUTES**

In attendance at the Board meeting were:

Terenda Brown
Diane Cozzo
Liz Czarnecki
Rita Eisenbeis
Jamie Oblatz
Raquel Schmidt

- Chairperson Eisenbeis called the meeting to order at 3:35 p.m.
 - The September 27, 2023 minutes were reviewed approved.
 - **Principal Report** – updates included an overview of NYS ELA, Math, and Science assessment results to include action plans developed for each, professional development opportunities since beginning of the school year, classroom visits to include highlights and items in need of improvement and the following quick stats: enrollment as of BEDS Day, attendance, disciplinary action, and staffing.
 - **Assistant Principal Report** – Maria Makowski and Corey Wilson shared the PLC/SEL meetings held to date to include specific topics for each and a sample agenda. They also shared a short visual demo of the Frayer Interactive Vocabulary Model.
 - **Library Projects** – Danielle Gorsky, Westminster Librarian shared her plan for the 2023-24 school year to include current book selection criteria, book diversity audit, updating the collection to ensure it includes diverse and inclusive books, current digital resources available to students, staff and parents, STEM Makerspace project and push to actively engage students, staff, and families on the benefits of the school library.
 - **Advisory Board Committee Updates**
Academics – committee lead reviewed key items from their meeting provided in the board packet
Finance – committee lead reviewed key items from their meeting provided in the board packet
Governance – no meeting held this month. Meetings will be scheduled beginning in November.
School Culture – committee lead reviewed key items from their meeting provided in the board packet
- Advisory board committee leads were asked to review the current Roles & Responsibilities of their respective committee and provide Amy Mesi with their updates no later than November 21, 2023. The changes will be shared at the next meeting.
- **Financial Update** – Laura Ferrino reviewed the following financial reports: summary balance sheet as of September 30, 2023 and July 1, 2023 to June 30, 2024 actual vs. budget year to date.

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

2023 - 047 APPROVAL OF EXPENDITURES OVER \$25,000.

- NYSTRS \$182,648.59
- Philadelphia Insurance \$27,486.50

2023 – 048 APPROVAL OF VENDOR LIST. Resolved: That the Westminster Community Charter School New Vendor list be approved.

2023 – 049 APPROVAL OF 2023-24 STAFFING RESIGNATIONS. Resolved: That the Board approve the resignations of the following staff employed in the following positions that have communicated to Westminster Community Charter School that they have resigned from their employment effective the dates listed below:

<u>Name</u>	<u>Title</u>	<u>Hire Date/Resignation Date</u>
Christine Battaglia	Teacher	07/11/2022 to 11/09/2023

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 4:57 p.m.

Respectfully submitted,

Amy J. Mesi

Board Secretary