

**WESTMINSTER COMMUNITY CHARTER SCHOOL
BOARD MEETING
FEBRUARY 26, 2025 MINUTES**

In attendance at the Board meeting were:

Terenda Brown
Elizabeth Czarnecki
Shala Wright
Rosalyn Taylor

- Vice Chair Czarnecki called the meeting to order at 3:34p.m.
- The December 18, 2024 minutes were reviewed and approved.
- **Black History Month Program Update** – Ms. Clifford from WCCS presented an update on the upcoming Black History Showcase that will occur Friday 2/28/25.
- **Principal Report** – Teresa Gerchman’s updates included an overview of the goals produced from the SQR and Strategic Planning session and next steps. An update on the Reading League professional development program was given. The presentation also included a list of upcoming family events, partnerships, quick stats to include enrollment, attendance, disciplinary action and current enrollment numbers. Also shared was the progress made on the corrective action plan and upcoming events.
- **Operations Update** – Laura Ferrino gave an update on field trips attended by all grade levels along with cost for vendor, bus and collections from students for the 2023-24 and 2024-25 YTD. An accident and incidents report was also presented showing activity YTD.
- **Financial Update** – Pam Fekete reviewed the Balance Sheet and Profit & Loss Statement as of January 31, 2025 with a budget and forecast comparison for the entire year. Laura Ferrino gave an overview of the implementation of the new payroll system in place at WCCS.
- **Advisory Board Committee Discussion** – Academic committee minutes were included as part of the board packet. Other committees were asked to meet in the coming months.
- **Resolutions** - After thorough discussion and upon motion duly made and seconded, the following resolutions were unanimously adopted by the Board of Trustees:

2025 - 001 APPROVAL OF EXPENDITURES OVER \$25,000.

- Buffalo Board of Education Benefits Dept. \$70,865.22 (12/19/24)
- Buffalo Board of Education Benefits Dept. \$70,865.22 (1/9/25)
- Buffalo Board of Education Benefits Dept. \$74,948.94 (1/30/25)

2025 – 002 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>
Maria Makowski	Assistant Principal	03/21/2022 to 01/16/2025

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2025 – 003 AGREEMENT WITH PANORAMA EDUCATION. Resolved: That the contract with Panorama Education to provide Westminster Community Charter School access to climate surveys and SEL including student, teacher/staff, family, and community. The cost for this service which includes a license and technical support will not exceed \$6,500 for March 15, 2025 – March 14, 2026.

2025 – 004 CHANGE TO 2024-25 CALENDAR. Resolved: That the following change to the Westminster Community Charter School 2024-25 calendar be approved; Superintendent Conference Day added on June 23, 2025 to meet minimum state requirement of 180-days due to increased snow days resulting in school closures.

Additional business included a discussion regarding future board meeting times and meeting place to accommodate possible new members. Board members were asked to think over the change proposed of 5:30 start times and hosting all meetings at the school for future dates.

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 4:56p.m.

Respectfully submitted,

Brittany Owens

Board Secretary