

**WESTMINSTER COMMUNITY CHARTER SCHOOL**  
**AGENDA FOR BOARD MEETING TO BE HELD ON**  
**WEDNESDAY, APRIL 30, 2025 AT 5:00PM**  
Location: Westminster Community Charter School Library

- 1) Call meeting to order
- 2) Review 03-26-25 Minutes
- 3) Public Comment Period
- 4) Recruitment Update **{Doerr}** 5:05pm - 5:15pm
- 5) Principal Report **{Gerchman}** 5:15pm - 5:30pm
- 6) Operations Update **{Ferrino}** 5:30pm - 5:40pm
- 7) Financial Update **{Fekete}** 5:40pm - 5:50pm
- 8) Advisory Board Committee Updates **{All}** 5:50pm - 6:00pm
- 9) Consider the adoption of the following resolutions:
  - 2025 – 008 APPROVAL OF VENDOR LIST
  - 2025 – 009 APPROVAL OF EXPENDITURES OVER \$25,000.
  - 2025 – 010 CONTRACT WITH CHIAVETTA’S CATERING
  - 2025 – 011 LEASE FOR SPACE
  - 2025 – 012 CONTRACT WITH DOYLE SECURITY
  - 2025 – 013 SCHOOL CALENDAR 2025-26
- 10) Other Business If required

**WESTMINSTER COMMUNITY CHARTER SCHOOL  
BOARD MEETING  
APRIL 30, 2025 MINUTES**

In attendance at the Board meeting were:

Terenda Brown  
Rosalyn Taylor  
Raquel Schmidt  
Shala Wright  
Liz Czarnecki

- Chair Schmidt called the meeting to order at 5:00p.m.
- March 26, 2025 minutes were reviewed and approved.
- **Recruitment Update** - Jonathan Doerr provided an update on recruiting efforts at WCCS. Community mapping has been done, event tabling has been expanded, and new families are contacted by WCCS staff on a regular basis to encourage a greater connection to the school. Recruiting efforts also include digital marketing, CA recruiting and a referral program at WCCS.
- **Principal Report** – Teresa Gerchman’s updates included an overview of the committees put in place that were a result of the Strategic Planning process and the goals that have been established by each. The presentation also included a list of upcoming family events, partnerships, quick stats to include enrollment, attendance, and disciplinary action.
- **Operations Update** – Laura Ferrino gave an update on operations. Busing has been approved and BPS will be responsible for identifying eligible students and communicating assignment information. An MOA has been finalized with the BTF union.
- **Financial Update** – Pam Fekete reviewed the Balance Sheet and Profit & Loss Statement as of March 31, 2025 with a budget and forecast comparison for the entire year.
- **Advisory Board Committee Discussion** – Committee minutes were included as part of the board packet.
- **Resolutions** - After thorough discussion and upon motion duly made and seconded, the following resolutions were unanimously adopted by the Board of Trustees:

2025 – 008 APPROVAL OF VENDOR LIST. Resolved: That the Westminster Community Charter School New Vendor List be approved.

2025 – 009 APPROVAL OF EXPENDITURES OVER \$25,000.

- Buffalo Board of Education Benefits Dept.     \$77,436.15    03/27/25

2025 – 010 CONTRACT WITH CHIAVETTA’S CATERING. Resolved: That the contract with Chiavetta’s Catering to cater a chicken dinner fundraiser on May 16, 2025 at Westminster Community Charter School to help raise funds for 8<sup>th</sup> grade graduation be approved.

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2025 – 011 LEASE FOR SPACE Resolved: That Westminster Community Charter School (WCCS) will lease unneeded space at a fair market rent to Say Yes Breaking Barriers to use for a mentoring program. WCCS will provide lunch at an additional cost as per the contract.

2025- 012 CONTRACT WITH DOYLE SECURITY. Resolved: That the contract with Doyle Security to expand the existing CCTV system with two pull stations, BG12 Pull Stations and replacement of the Intercom station be approved. The cost for this project is \$3,959.

2025- 013 APPROVAL OF WCCS 2025-26 CALENDAR. Resolved: That the Westminster Community Charter School 2025-26 calendar be approved.

2025- 014 APPROVAL OF 2024-25 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> |
|--------------|--------------|-----------------------------------|
| John Swanson | Teacher      | 08/24/2022 to 04/18/2025          |

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 5:50p.m.

Respectfully submitted,

*Brittany Owens*

Board Secretary