

**WESTMINSTER COMMUNITY CHARTER SCHOOL**  
**AGENDA FOR BOARD MEETING TO BE HELD ON**  
**WEDNESDAY, MAY 28, 2025 AT 5:00PM**  
Location: Westminster Community Charter School Library

- 1) Call meeting to order
- 2) Review 04-30-25 Minutes
- 3) Public Comment Period
- 4) Principal Report {**Gerchman**} 5:05pm - 5:20pm
- 5) Operations Update {**Ferrino**} 5:20pm - 5:30pm
- 6) Financial Update {**Fekete**} 5:30pm - 5:40pm
- 7) Advisory Board Committee Updates {**All**} 5:40pm - 5:50pm
- 8) Consider the adoption of the following resolutions:  
  
2025 – 015 APPROVAL OF EXPENDITURES OVER \$25,000.
- 9) Other Business If required

**WESTMINSTER COMMUNITY CHARTER SCHOOL  
BOARD MEETING  
MAY 28, 2025 MINUTES**

In attendance at the Board meeting were:

Terenda Brown

Rosalyn Taylor

- Board member Rosalyn Taylor called the meeting to order at 5:06p.m.
- The April 30, 2025 minutes were reviewed. The minutes will be approved at the next board meeting with a quorum.
- **Principal Report** – Teresa Gerchman’s updates included recent NYS testing participation and upcoming testing. Teresa explained recent security incidents that occurred at the school and ways in which the school plans to prevent them in the future. Feedback was given from the recent Buffalo Public visit, classrooms were academically focused, and behaviors were not an issue. Teachers were encouraged to use more small groups and ensure each student had a paper copy of the text when reading in class. The presentation also included a list of upcoming family events, partnerships, quick stats to include enrollment, attendance, disciplinary action and current enrollment numbers.
- **Operations Update** – Laura Ferrino gave an update on operations. Busing logistics are being developed, updates are being made to the safety plan, staff handbook, and student handbook so that they can be reviewed and updated for approval at the August board meeting. Conversations were had with retirement eligible employees and teacher aides that are eligible for Teacher Assistant Certification. Two teacher aides have started the application process at this time.
- **Financial Update** – Pam Fekete reviewed the Balance Sheet and Profit & Loss Statement as of April 30, 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** – Without a quorum, resolutions will be slated for the June meeting.

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 5:52p.m.

Respectfully submitted,

*Brittany Owens*

Board Secretary