

2026WESTMINSTER COMMUNITY CHARTER SCHOOL
AGENDA FOR BOARD MEETING TO BE HELD ON
WEDNESDAY, APRIL 29, 2026 AT 5:00PM
Location: Westminster Community Charter School Library

- 1) Call meeting to order
- 2) Review 03.25.26 Minutes
- 3) Public Comment Period 5:00pm – 5:05pm
- 4) Principal Report { **Gerchman** } 5:05pm – 5:15pm
- 5) Academic and Accountability Report { **Hokanson** } 5:15pm - 5:25pm
- 6) Attendance Update { **Macey** } 5:25pm – 5:40pm
- 7) Financial Update { **Owens** } 5:40pm - 5:50pm
- 8) Advisory Board Committee Updates { **All** } 5:50pm – 5:55pm
- 9) Consider the adoption of the following resolutions: 5:55pm – 6:00pm
 - 2026 – 009 APPROVAL OF EXPENDITURES OVER \$25,000
 - 2026 – 010 APPROVAL OF STAFFING TERMINATIONS
 - 2026 – 011 APPROVAL OF CONTRACT WITH CHIAVETTA’S CATERING.
 - 2026 – 012 APPROVAL OF NEW VENDOR LIST
 - 2026 – 013 CONTRACT WITH BUFFALO CITY SCHOOL DISTRICT BOARD OF EDUCATION
- 10) Other Business If required

At Westminster Community Charter School, we proudly provide students with a rigorous and holistic teaching approach. We cultivate a safe and caring environment so every child can grow to meet their full potential – to find their passions in life and to pursue those passions with joy, skill, and success.

**WESTMINSTER COMMUNITY CHARTER SCHOOL
BOARD MEETING
APRIL 29, 2026 MINUTES**

Trustees in attendance:

Terenda Brown	Liz Czarnecki
Shala Wright	Candice McFoy
Angela Thering	Raquel Schmidt

Trustees absent:

Anna Grace Meegan

- Board Chair Raquel Schmidt brought the meeting to order at 5:01pm.
- The March 25, 2026 meeting minutes were reviewed and approved.
- **Public Comment Period** – None
- **Principal Report** – Principal, Teresa Gerchman provided updates on NYS testing that has occurred in the past few weeks. Planning for the 2026-27 school year is under way, updates to lunch periods and other pivotal scheduling items were discussed. Enrollment, disciplinary incidents and upcoming events were discussed.
- **Academic and Accountability Report** – Pamela Hokanson from the BPN office presented an overview of the new report to help board members fulfill core governance responsibility ensuring students are learning, the school is meeting its charter commitments and leadership is using resources effectively to improve outcomes.
- **Attendance Initiative Update** – SPED Director, Brain Macey updated the board on school-wide attendance for the year. Current year data was compared to the previous year and prior months. New strategies to decrease chronic absenteeism were discussed along with new methods of collecting information on the reason students are missing school to better understand the underlying challenges faced by the students and families.
- **Financial Update** – Brittany Owens reviewed the Balance Sheet and Profit & Loss Statement as of March 31, 2026.
- **Advisory Board Committee Discussion** – The Academic and School Culture Committee Chairs both spoke about main topics of discussion during their latest meetings, the minutes were provided in 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:

2026 – 009 APPROVAL OF EXPENDITURES OVER \$25,000. Resolved: That the following expenditures over \$25,000 be approved:

- Buffalo Board of Education Employee Health Insurance

**WESTMINSTER COMMUNITY CHARTER SCHOOL
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2026 – 010 APPROVAL OF STAFFING TERMINATIONS: Resolved: That the Board approve the termination of the following Westminster Community Charter School staff member with the effective dates listed below:

Name	Title	Hire /Term	Reason
K. R	Teacher Aide	11.18.25 / 03.23.26	Probationary

2026 – 011 CONTRACT WITH CHIAVETTA’S CATERING. Resolved: That the contract with Chiavetta’s Catering to cater a chicken dinner fundraiser on May 15, 2026 at Westminster Community Charter School to help raise funds for 8th grade graduation be approved.

2026 – 012 APPROVAL OF NEW VENDOR LIST. Resolved: That the Westminster Community Charter School New Vendor List be approved for the period October 2025 – March 2026.

2026 – 013 CONTRACT WITH BUFFALO CITY SCHOOL DISTRICT BOARD OF EDUCATION. Resolved: That the contract with Buffalo City School District Board of Education to serve as the Charter School Advisor for Westminster Community Charter School be approved. The term runs from July 1, 2024 to June 30, 2028.

- **Further Business** – Additional discussion on the changing needs of students was continued after the agenda items. WCCS Teacher, Venator spoke about the need for additional support in their classrooms to assist with the changing behaviors of the students. Administrators and board members shared opinions, asked questions and discussed solutions. Solutions and discussions ranged from professional development, additional classroom support and budget challenges.

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 6:14pm.

Respectfully submitted,

Brittany Owens

Board Secretary