**West Buffalo Charter School**

# **Board of Trustees Meeting**

**July 26th, 2016**

**2:30 PM**

**D’Youville College, Bauer Family Academic Building, Room 105**

# **Minutes of Annual Meeting**

**Board Members:**

Present: Arup Sen, Michelle Stevens, Richard Baer, Joanne Haefner, Lee Pearce,

 James Sampson, James Deuschle, Cynthia Stark

Excused: Joseph Cozzo

Quorum Present: Yes

Also Present: Andrea Todoro, Liz Sterns, Rachel Banas

**Call to Order**

Dr. Sen called the meeting to order at 2:35PM. Quorum present.

**Proof of Public Notice of Meeting**

Media and public announcement was sent on Tuesday, July 19th, 2016 to print, radio, and TV outlets announcing this open meeting. A posting was also sent to Erie County Hall, Buffalo City Hall and Buffalo City Court. In addition, it was publicly displayed at 50 East North Street and posted on the WBCS website. The Board of Trustees was duly notified of this meeting well within the timeline of our bylaws.

**Annual Meeting:**

* Dr. Sen thanked Mrs. Stevens for conducting the WBCS BoT meetings during his absence.
* The board recognized Ms. Candelario’s terms on the board and thanked her for her years of service and all that she has contributed to the growth process of WBCS.
* The board accepted Mrs. Stark’s resignation and wishes her all the best as she leaves the board to pursue a new job that precludes her attendance at future board meetings. Mrs. Stark will continue to volunteer weekly in one of the classrooms.

**Upon motion duly made by Mr. Deuschle and seconded by Mr. Sampson, the board approved to extend for another 3 year term board members Mrs. Stevens and Mr. Baer through June 30th, 2019.**

**Upon motion duly made by Mrs. Pearce and seconded by Mr. Sampson, the Slate of Officers were approved as presented. All in favor. Non-opposed.**

Dr. Sen: President

Mrs. Stevens: Vice President

Mr. Deuschle: Treasurer

Mr. Baer: Secretary

**Monthly Meeting**

**Review of the June 27th, 2016 Meeting Minutes**

Minutes of the June 27th, 2016 Board of Trustees meeting were presented for approval.

**Upon motion duly made by Mr. Baer and seconded by Ms. Haefner, the minutes of the June 27th, 2016 board meeting were approved as presented. All in favor. Non-opposed.**

**Financial Report**

Mrs. Sterns presented the financial report (end of year statement), for the period ending June 30th, 2016 (a copy which is attached hereto and made a part hereof).

**Upon motion duly made by Mrs. Stevens and seconded by Mr. Sampson, the June 30th, 2016 financial statements were approved as presented. All in favor. Non-opposed.**

* Expansion items: All purchased neighboring houses have had their closings. Tenants will vacate by August 31st, 2016.
* Extensive conversations and planning with the City of Buffalo Public Works and the BPS Transportation Department have organized that during construction, school bus drop off and pick up will take place at the corner of Dewitt Street and Lafayette Avenue.
* A neighborhood meeting will take place August depending on scheduling. The board will be notified and will have representation at the meeting.
* Mr. Baer presented information on Stage V planning.
* Discussion regarding adding security to secure the parking lot and surrounding areas during construction.

**Upon motion duly made by Mr. Sampson and seconded by Mrs. Stevens, the BPS food service contract was approved as presented. All in favor. Non-opposed.**

* Discussion regarding renewing the leases of current copier equipment and the management of their usage.

**School Leader Report**

**Upon motion duly made by Mrs. Stevens and seconded by Ms. Haefner, 3 classroom teachers were approved for employment as presented. All in favor. Non-opposed.**

* Anticipating the New York State test results at the beginning of August.
* Cullen Foundation meeting is set to take place at WBCS on August 2nd, 2016. Mrs. Stevens will be representing the Board of Trustees.
* The board is invited to welcome the teachers back on Monday, August 15th from 9:00-9:30 AM.
* Mrs. Todoro presented the current AIMSweb data.
* Discussion regarding new board member recruitment.

**Adjournment**

Being that there is no further business to discuss, a motion to dismiss was made by Mrs. Stevens and seconded by Ms. Haefner. The meeting was adjourned 3:40 PM.

Respectfully submitted,

Leslie Bunis Ohl

**The next WBCS board meeting will take place on Monday, August 22nd, 2016 at D’Youville College at 2:30 PM in the Bauer Family Academic Building, Room 105.**