



**WEST BUFFALO CHARTER SCHOOL  
BOARD OF TRUSTEES MEETING  
FEBRUARY 26, 2018  
2:30 PM  
113 LAFAYETTE AVENUE, BUFFALO, NEW YORK  
MONTHLY MEETING**

**Board Members**

**Present:** Michelle Stevens, Robert Gamble, Amy Friedman, Lynn Shea, James Deuschle, Richard Baer

**Excused:** James Sampson, Thomas Schenk

**Also Present:** Andrea Todoro, Liz Sterns

**Quorum Present:** Yes

**Call to Order**

Mrs. Stevens called the meeting to order at 2:30 PM. Quorum present.

**Proof of Public Notice of Meeting**

Media and public announcement was sent on Monday, February 19th, 2018 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.

**Monthly Meeting**

- The January, 2018 meeting minutes were presented for approval.

**Upon motion duly made by Mr. Deuschle and seconded by Dr. Gamble, the January 31st, 2018 minutes were approved as presented. All in favor. Non-opposed.**

**Expansion Report:**

- Mr. Baer updated the board on the current status of the expansion project.
- A new project manager and a new architect have been assigned to this phase of the job.
- The job is 80% complete as of this meeting. On schedule for a May 31st completion date.
- The board to tour the new buildings at the March 26th meeting.
- Mrs. Stevens thanked Mrs. Sterns and Mr. Baer for all of their time and effort during the entire expansion project.
- Mrs. Sterns reported on the cash flow for the next phase in terms of furnishings, etc. All staff will have their own space.
- Discussion regarding when and how to have a Grand Opening. The idea of having grade-level tours during the end of year classroom celebrations was suggested as an option.

**Financial Report**

Mrs. Sterns presented the financial reports for the period ending January 31st, 2018 (a copy is attached hereto and made a part hereof).

**Upon motion duly made by Mrs. Friedman and seconded by Mr. Baer, the January 31st, 2018 financials were approved as presented. All in favor. Non-opposed.**

- Discussion regarding student enrollment numbers.
- Discussion regarding Title IV grant application.

**School Leader Report**

- SED chose WBCS for NYSESLAT field testing.
- Mrs. Todoro presented the Academic Committee meeting report for the meeting that took place on February 14th, 2018.
- Discussion regarding the potential addition in the future of Pre-K.
- A First Grade Aide position has been vacated due to illness. Will need to hire a new TA/Aide to fill the open slot.
- Mrs. Todoro discussed in detail the parameters of the visit by members of the SED that will take place on March 21st at 3:00 PM.

- Discussion regarding school safety in particular policies/procedures relative to lockdowns.

### **Governance Committee**

- Mrs. Friedman presented Policies and Procedures lists of those mandatory and non-mandatory items required within the bylaws.

### **Adjournment**

Being that there is no further business to discuss, a motion to dismiss was made by Mr. Baer and seconded by Mrs. Friedman. The meeting was adjourned at 4:04 PM.

Respectfully submitted,  
Leslie Bunis Ohl

**The next WBCS BoT meeting will take place on Monday, March 26th, 2018 at 2:30 PM at West Buffalo Charter School.**