



**WEST BUFFALO CHARTER SCHOOL
BOARD OF TRUSTEES MEETING
JULY 27TH, 2020
2:30 PM
MONTHLY AND ANNUAL MEETING**

Board Members

Present: Michelle Stevens, Peter Heffley, Lynn Shea, Debbie Licata, Lorrei DiCamillo, Robert Schreck

Present via Phone: Thomas Schenk

Excused: James Deuschle

Also Present: Liz Sterns, Andrea Todoro, Shawn Siddall, Rachel Banas, Lauren Lysiak

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, July 20, 2020 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

Upon motion duly made by Ms. Licata and seconded by Mr. Heffley, the slate of officers were approved as presented. All in favor. Non-opposed.

The slate of officers presented is:

Lynn Shea- President
Peter Heffley- Vice President
Lorrei DiCamillo- Secretary
James Deuschle- Treasurer
Robert Schreck- Trustee
Michelle Stevens- Trustee
Debbie Licata- Trustee
Thomas Schenk- Trustee

Monthly Meeting

- The June 22, 2020 meeting minutes were presented for approval.

Upon motion duly made by Mrs. Stevens and seconded by Mr. Schreck the June 2020 minutes were approved as presented. All in favor. Non-opposed.

Financial Report

Mrs. Sterns presented the financial reports for the period ending June 30th, 2020 (a copy is attached hereto and made a part hereof.)

- Mrs. Sterns presented information regarding the end of the year budget. (Personnel costs, supplies & material costs and capital expenses. All capital expense projects on hold during the COVID-19 pause period.)

- Mrs. Sterns stated that West Buffalo Charter School was awarded the Cullen Good to Great Grant.
- Mrs. Sterns stated that West Buffalo Charter School will be applying for ESSER funding. (Funding for NYS public schools.)

Upon motion duly made by Mrs. Stevens and seconded by Mr. Heffley the June 30, 2020 financials were approved as presented. All in favor.

Non-opposed.

- Discussion regarding Enrollment and Budget for reopening of school. (Also, budget for potential closure to full remote teaching.)

Upon motion duly made by Mrs. Stevens and seconded by Mr. Heffley the Enrollment Policies were approved as presented. All in favor. Non-opposed.

Upon motion duly made by Mr. Heffley and seconded by Mrs. Stevens, the Station 28 (3 year) contract was approved as presented. All in favor.

Non-opposed.

School Leader Report

Mrs. Todoro presented the School Leader Report (a copy is attached hereto and made a part hereof.)

- Discussion regarding personnel and staffing needs.

Upon motion duly made by Mr. Schreck and seconded by Mrs. Stevens, the Board of Trustees approved the hiring of a Second Grade Teacher, and an Unassigned Teacher. All in favor. Non-opposed.

- West Buffalo Charter School reopening plan: Decisions were made by following the guidance from the NYS Department of Health, the CDC and the State Education Department. Decisions were also made with the health and well-being of staff and students in mind.

- This year's Parent-Student Handbook will include a COVID-19 specific disclaimer. Also, COVID-19 guidelines were added to the attendance policy.

Upon motion duly made by Ms. Licata and seconded by Mrs. Stevens, the Board of Trustees approved the presented Attendance Policy for the 2020-2021 school year. All in favor. Non-opposed.

- Mrs. Todoro explained the creation of the Reopening Task Force, made up of 18 members representing a cross section of key stakeholders.
- Detailed discussion regarding social distancing policies to be implemented once school reopens.
- Mrs. Todoro went over in detail the reopening plan and the options of a hybrid learning model as well as an all remote learning model for all students.
- A letter will be sent to all parents for them to choose which model is best for their child. Children will be grouped into classrooms once the parents decide.

Upon motion duly made by Ms. Licata and seconded by Mr. Heffley, the Board of Trustees approved the West Buffalo Charter School Reopening Plan. All in favor. Non-opposed.

Adjournment

Being that there is no further business to discuss, a motion to dismiss was made by Mr. Heffley and seconded by Mrs. Stevens. The meeting was adjourned at 3:37 PM.

Respectfully submitted,
Crystal Matuszak

[The next WBCS Board meeting will take place on Monday, August 24th at 2:30 PM in the WBCS Cafeteria.](#)