



**WEST BUFFALO CHARTER SCHOOL
BOARD OF TRUSTEES MEETING
MAY 19, 2025
2:30 PM
MONTHLY MEETING**

Board Members

Present: Robert Schreck, Deborah Licata, Michelle Stevens, Peter Heffley, Joyce Fanning

Excused: Brielynn Bell, Ronald Rambally

Also Present: Andrea Todoro, Amy Jones, Lauren Lysiak, Rachel Banas, Maxine Perez

Quorum Present: Yes

Call to Order

Mr. Schreck called the meeting to order at **2:32 PM**. Quorum present.

Proof of Public Notice of Meeting

Media and public announcement was sent on **May 12, 2025** 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 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 April Minutes were approved.

Upon motion duly made by Deborah Licata and seconded by Peter Heffley the April Minutes were approved as presented. All in favor. None opposed.

Director of Operations Report

Rachel Banas presented the operations report which included updates on the following items: planned grass maintenance during summer, camera repair quotes, van repairs, the status of window caulking, and SST closeouts.

Director of Administrative Services

Lauren Lysiak presented the administrative services report, which included updates on the completion of NYS Assessments, data of high school placement, the upcoming alumni event, and efforts to gather data on the current status of former students.

Financial Report

Andrea Todoro presented **Amy's** write up of the financial reports for the period ending **April 30, 2025**

(a copy is attached hereto and made a part hereof.)

A discussion was held regarding the completion of the 2024–2025 tuition invoice, the allocation of the Wilson Grant to support the Girls on the Run program, and proposed revisions to the 2025–2026 budget, which will be presented for a vote at the next meeting.

Upon motion duly made by Peter Heffley and seconded by Michelle Stevens, the April Financials were approved as presented. All in favor. None opposed.

School Leader Report

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

A discussion was held regarding the approved 5 year renewal, staffing for 25-26, and strategies to address the learning environment and student behaviors as part of the summer work for 25-26.

Upon motion duly made by Peter Heffley and seconded by Michelle Stevens , the School Leader Report has been approved as presented. All in favor. None opposed.

Board President Report

Robert Schreck expressed his appreciation and gratitude for Andrea Todoro's leadership and contributions. He shared an email from Dr. Lisa Long, stating: "Mrs. Todoro! You make my work easy by consistently demonstrating excellence in all that you do! Congratulations on the Regents' approval of the CSO's recommendation. We are excited for the next five years and confident that West Buffalo will continue to make the Department proud."

Adjournment

Being that there is no further business to discuss, a motion to dismiss was made by Peter Heffley and seconded by Deborah Licata. The meeting was adjourned at 3:17 PM.

Respectfully Submitted,
Maxine Perez

The next WBCS Board meeting will take place on June 23rd at 2:30 PM in the WBCS Administrative Conference Room.