



**WEST BUFFALO CHARTER SCHOOL
BOARD OF TRUSTEES MEETING
NOVEMBER 24, 2025
2:30 PM
MONTHLY MEETING**

Board Members

Present: Robert Schreck, James Deuschle, Deborah Licata, Joyce Fanning, Brielynn Bell, Michelle Stevens

Excused: Ronald Rambally, Peter Heffley

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

Quorum Present: Yes

Call to Order

Mr. Schreck called the meeting to order at **2:30pm**. Quorum present.

Proof of Public Notice of Meeting

Media and public announcement was sent on **November 17, 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 October 27, 2025 Minutes were approved.

Upon motion duly made by Brielynn Bell and seconded by Deborah Licata the October Minutes were approved as presented. All in favor. None opposed.

Director of Operations Report

Rachel Banas presented the Operations Report, noting that Allied recommended repairs for rooftop units; salt has been ordered for winter conditions, the elevator has been repaired, and recent safety drills were completed; updates were provided on FSA food service vendors; Student Services staff are working with families of Kindergarten students needing additional support and attended the recent Mental Health Summit; and teachers are actively signing up for spring field trips.

Director of Administrative Services

Rachel Banas presented Lauren Lysiak's Administrative Services Report, outlining ongoing work to correct system errors and resolve overlapping dates, continued coordination with private schools regarding testing, recent meetings with 52 eighth-grade families, and the submission of 44 BPS applications and 22 private-school applications.

Financial Report

Amy Jones presented the financial reports for the period ending **October 31, 2025** (a copy is attached hereto and made a part hereof.)

A discussion was held regarding the financials, noting that the budget is performing well at \$1.3 million, enrollment numbers remain strong, cash on hand totals \$4.1 million, funds have been moved as needed between the money market and checking accounts, approximately 75% of staff selected Univera over Independent Health during insurance changes, and Rich Products will support WBCS by holding a food drive for cereal and macaroni and cheese at their Christmas party.

Upon motion duly made by Deborah Licata and seconded by Joyce Fanning, the October 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 noting that SED NYS has joined WITA, which will change the face of assessments for ENL students beginning in fall 2026; the school is fully staffed with no terminations or teacher resignations; and a new curriculum is forthcoming that will include required personal finance and climate education instruction for students in grades 4, 8, and 12.

Upon motion duly made by Michelle Stevens and seconded by Brielynn Bell , the New Hire has been approved as presented. All in favor. None opposed.

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

Adjournment

Being that there is no further business to discuss, a motion to dismiss was made by Deborah Licata and seconded by Joyce Fanning The meeting was adjourned at 3:12 PM.

Respectfully Submitted,
Maxine Perez

The next WBCS Board meeting will take place on December 15, 2025 at 2:30 PM in the WBCS Administrative Conference Room.