



**WEST BUFFALO CHARTER SCHOOL
BOARD OF TRUSTEES MEETING
DECEMBER 15, 2025
2:30 PM
MONTHLY MEETING**

Board Members

Present: Deborah Licata, Peter Heffley, Michelle Stevens, Ronald Rambally, Joyce Fanning, Brielynn Bell

Excused: Robert Schreck, James Deuschle

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

Quorum Present: Yes

Call to Order

Mrs. Licata called the meeting to order at **2:29 PM**. Quorum present.

Proof of Public Notice of Meeting

Media and public announcement was sent on **December 8, 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 November 24, 2025 Minutes were approved.

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

Director of Operations Report

Rachel Banas presented the operations report, which included an overview of the water pipe burst, the cleanup process, and steps taken to address the incident.

Director of Administrative Services

Lauren Lysiak presented the Administrative Services Report, outlining subgroup data, comparisons showing BPS to charter schools outperforming BPS, and noting that 44 high school applications were submitted to Buffalo Public Schools.

Financial Report

Amy Jones presented the financial reports for the period ending **November 30, 2025** (a copy is attached hereto and made a part hereof.)

A discussion was held regarding the \$1.4 million cash balance, the 4.7% Comfort DFC, the rollover of a T-bill, approval for the Rich's Grant, appreciation to the Board of Trustees for their donations, and the upcoming ice rink event.

Upon motion duly made by Ronald Rambally and seconded by Peter Heffley, the November 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 curriculum spiral review, teacher support plan closeouts, and a new teacher support plan for a new teacher.

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.

BOT Report

In the Board of Trustees Report, Deborah Licata introduced new business regarding expressing appreciation to Chad Jeunker for his assistance with a student. A \$250 gift certificate to The Remington was suggested.

Upon motion duly made by Ronald Rambally and seconded by Brielynn Bell, the gift was 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 Peter Heffley and seconded by Ronald Rambally. The meeting was adjourned at 3:27 PM.

Respectfully Submitted,
Maxine Perez

The next WBCS Board meeting will take place on January 26, 2025 at 2:30 PM in the WBCS Administrative Conference Room.