



**WEST BUFFALO CHARTER SCHOOL
BOARD OF TRUSTEES MEETING
FEBRUARY 23, 2026
2:30 PM
MONTHLY MEETING**

Board Members

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

Excused: James Deuschle

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 **2:28 pm**. Quorum present.

Proof of Public Notice of Meeting

Media and public announcement was sent on **February 17, 2026** 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 February 2, 2026 Minutes were approved.

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

Director of Operations Report

Rachel Banas presented the operations report outlining that overall building operations are running smoothly, with only minor updates to report. She noted that a couple of pipe repairs were completed and that a furnace located in a closet was repaired after being briefly damaged during a lockdown drill. Lead testing was conducted over Mid-Winter Break, and Park Place addressed a power surge that affected the gym sound system. Additionally, the school van inspection was completed with all requirements up to date, and a new cleaner has been hired to support building maintenance.

Upon motion duly made by Brielynn Bell and seconded by Peter Heffley , the new hire of a cleaner has been approved as presented. All in favor. None opposed.

Director of Administrative Services

Lauren Lysiak presented the administrative services report outlining that the Computer-Based Testing (CBT) simulation was completed successfully and went well. She also reported attending a BOCES meeting and shared positive news that many students have been accepted into the high school of their choice, along with an alumni spotlight update. Looking ahead, Computer-Based Testing (CBT) is scheduled to take place in April.

Financial Report

Amy Jones presented the financial reports for the period ending **January 31, 2026** (a copy is attached hereto and made a part hereof.)

A discussion was held regarding the Financial Report. It was noted that the money market balance is lower, with \$500,000 invested in new T-bills and an additional six-month T-bill recently added. The checking account balance has increased, and a BPS check was received. Appreciation was extended to Michelle Stevens for sharing the link to the WiFi grant meeting with Children for the news program. Current enrollment stands at 509 students, with 165 applications received for the 2026–2027 school year, including 72 kindergarten applications, 58 of which ranked the school in their top three choices. The budget process for the 2026–2027 school year has begun. Under other business, two

FOIL requests were received, a required report was submitted, and the school received confirmation regarding intercept funds owed by BPS.

Upon motion duly made by Peter Heffley and seconded by Michelle Stevens, the January 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 School Leader Report. It was shared that the New York State Education Department (SED) renewal visit has been scheduled and will include classroom observations in Science and Social Studies. Updates were provided on ICE reporting requirements and school procedures. Personnel updates included the return of a staff member from medical leave, an upcoming maternity leave for a 7/8 classroom RT beginning mid-March, and a paternity leave for the PE teacher anticipated in April/May. One position has been posted for a 6th grade RT. The 2026–2027 Letter of Intent form has been sent out. The Behavior Interventionist will be taking a one-year maternity leave, and the school may need to hire internally or externally to fill the role. APPR evaluations will begin in March. Academically, the school-wide goal includes implementing new math structures, preparing for testing, and holding data meetings. Recent events, including Career Day and Multicultural Night, were well attended and successful. Additionally, Buffalo State is providing 30 volunteers to work with ELL students, a Tim Hortons program for 5th and 6th graders is beginning, and discussions have been held regarding summer programming, including Wednesday sessions in July, Soccer Camp, and Kindercamp in August.

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

BOT President Report

A discussion was held regarding legal representation for the Board of Trustees. The Board will continue to evaluate this area.

The Board entered Executive Session at 3:18 p.m. and concluded Executive Session at 3:42 p.m.

Adjournment

Being that there is no further business to discuss, a motion to dismiss was made by Peter Heffley and seconded by Michelle Stevens. The meeting was adjourned at 3:42 PM.

Respectfully Submitted,
Maxine Perez

The next WBCS Board meeting will take place on March 23, 2026 at 2:30 PM in the WBCS Administrative Conference Room.