



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

Board Members

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

Excused:

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 **2:29 PM**. Quorum present.

Proof of Public Notice of Meeting

Media and public announcement was sent on **March 16, 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 23, 2026 Minutes were approved.

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

Director of Operations Report

Rachel Banas presented the Operations Report, highlighting ongoing building and program updates. The gym floor is in need of resanding, as it has not been refinished since 2020, and a handicap button repair is currently in progress. Mrs. Banas also shared information about a potential grant opportunity with Cradle Beach focused on trauma response and team-building initiatives, which would support classroom and SEL retreats, as well as provide funding for up to two field trips per grade level. She noted her attendance at the 22nd Annual Safe Schools Initiative alongside Principal Mrs. Clifford, describing it as highly informative. Additional updates included an upcoming multi-year sewer project in the surrounding neighborhood, spring field trips scheduled through June, and outdoor education opportunities. Lastly, she reported that the school must apply to transition its food service provider from BPS to Personal Touch.

Director of Administrative Services

Lauren Lysiak presented the Administrative Services Report, providing an update on enrollment and student data. She noted that the team is monitoring enrollment trends, including special education populations, to assess overall growth. Current data reflects 29 out-of-district students representing 12 different districts, with tracking supported through Guru Boards. Dr. Lysiak also shared that high school application acceptances for Buffalo Public Schools are expected to be released over the next two weeks.

Financial Report

Amy Jones presented the financial reports for the period ending February 28, 2026 (a copy is attached hereto and made a part hereof.)

A discussion was held regarding the school's financial status, noting that it remains stable with a positive overall outlook. Updates were shared on financial accounts and recent funding activity, including the approval of a Title III Grant. Enrollment remains strong, continuing to support the budget. Upcoming Kindergarten registration dates are scheduled for April 23rd and May 1st, and recent open house events were reported as successful. A meeting with Citizens Bank regarding financial opportunities was also noted. Additionally, two FOIL requests were received and directed to the school's website for publicly available information.

Upon motion duly made by Ronald Rambally and seconded by Peter Heffley, the previous month's 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's Report. The liaison visit with Susan was noted as a positive check-in. Internally, the school is in the process of hiring a new receptionist. APPR evaluations have begun, including reflection on two identified goals aligned with SEC priorities. The school is preparing to shift focus toward state testing following spring break. An update was also shared on the implementation of the Amplify math program for the upcoming school year. Additionally, plans for summer programming, including soccer and sampling camps, were discussed.

Upon motion duly made by Peter Heffley and seconded by Deborah Licata, the 26-27 School Calendar has been approved. All in favor. None opposed.

Upon motion duly made by Brielynn Bell 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 Peter Heffley and seconded by Joyce Fanning. The meeting was adjourned at 3:21 PM.

Executive Session

The Board entered into Executive Session at 3:21 PM and exited Executive Session at 3:56 PM.

Respectfully Submitted,
Maxine Perez

The next WBCS Board meeting will take place on April 27, 2026 at 2:30 PM in the WBCS Administrative Conference Room.